Meeting of the Board of Trustees

June 16, 2016
AGENDA

BOARD OF TRUSTEES
of
NORTHERN ILLINOIS UNIVERSITY
9:00 a.m. – Thursday – June 16, 2016
Board of Trustees Room
315 Altgeld Hall

1. Call to Order and Roll Call

2. Verification of Quorum and Appropriate Notification of Public Meeting

3. Meeting Agenda Approval ................................................................. Action......i

4. Review and Approval of Minutes of February 18, 2016 Special Meeting .................. Action......1
   March 17, 2016 Regular Meeting .................................................. Action......7
   April 14, 2016 Special Meeting .................................................... Action......26

5. Public Comment*

6. Chair’s Comments/Announcements

7. Reports of Board Committees and Board Liaisons
   a. Executive Committee
   b. Academic Affairs, Student Affairs and Personnel Committee (AASAP)
   c. Compliance, Audit, Risk Management and Legal Affairs Committee (CARL)
   d. Finance, Facilities and Operations Committee (FFO)
   e. Legislative Affairs, Research and Innovation Committee (LARI)
   f. Ad Hoc Committee on Enrollment
   g. Ad Hoc Committee on Governance
   h. Illinois Board of Higher Education
   i. Universities Civil Service Merit Board
   j. Northern Illinois University Foundation
   k. Northern Illinois University Alumni Association
   l. Northern Illinois Research Foundation

8. President’s Report No. 106
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1) Recommendation for Faculty Promotions, Tenure, and Promotions with Tenure for 2016-2017 ................................................................. Action........29
2) Request for New Degree Program: B.F.A. Dance Performance ............... Action........31
3) Request for New Degree Program: M.S. Athletic Training ......................... Action........32
5) Fiscal Year 2017 University Outreach Education Centers Catering Services Contract Renewals ................................................................. Action........35
6) Intercollegiate Athletics Fiscal Year 2017 Secondary Student Health Insurance Contract Renewal ............................................................. Action........36
7) Intercollegiate Athletics Fiscal Year 2017 Air Charter Services for Football Team ................................................................. Action........37
8) DoIT-Security Hardware and Software Amendment.................................. Action........38
9) DoIT-Network & Communication Services – Voice Trunking Services and Local Domestic/Long Distance Service Amendment .............................................. Action........39
12) Fiscal Year 2017 EMC Maintenance Renewal ............................................ Action........42
13) Grant South Steam Vault Replacement (Capital Project Approval) .................. Action........43
14) Holmes Student Center Phase I Redevelopment (Capital Project Approval) ...... Action........44
15) Zeke Giorgi Law Clinic Lease Renewal ........................................................ Action........45
16) Real Property – Lease for School of Art .................................................... Action........46
17) Fiscal Year 2017 Materials Management Commodities Open Orders ............ Action........47
18) Fiscal Year 2016 Internal Budget Amendment ............................................ Action........48
19) Fiscal Year 2017 NIU Foundation Professional Services Contract .................. Action........50
20) Fiscal Year 2017 Internal Budget ............................................................... Action........51
21) Internal Audit Department Charter Approval .......................................... Action........52

b. University Reports Forwarded by the Board Committees

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2) Presentation: Chief Diversity Officer: Year in Review ............................... Information........56
3) Semi-Annual Progress Report of Active Capital Projects ......................... Information........57
4) Quarterly Summary Report of Transactions in Excess of $100,000 .......... Information........66
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6) Quarterly Financial Summary ............................................................... Information........71
7) Overview of Five-Year Repair and Improvement Planning (Capital Project Planning) ................................................................. Information........75
8) Regular Committee Update on Enterprise Risk Management Initiative ..... Information........76
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   Engineering Technology ................................................................. Action.......97

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a. Closed Session Minutes Review and Release ................................ Action.......98
b. Ad Hoc Committee on Governance Proposals
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   c. Resolution Honoring Student Trustee James Zanayed ................ Action.....102

d. Fiscal Year 2017 Election of Board Officers and Civil Service Representative ........... Action.....103

10. Other Matters
11. Next Meeting Date
12. Closed Session
13. Adjournment

*Individuals wishing to make an appearance before the Board should consult the Bylaws of the Board of Trustees of Northern Illinois University, Article II, Section 4 – Appearances before the Board. Appearance request forms will be available in the Board Room the day of the meeting. For more information contact Kathleen Carey, (kjahns@niu.edu) Recording Secretary to the Board of Trustees, Altgeld Hall 300, DeKalb, IL 60115, 815-753-1273.

Anyone needing special accommodations to participate in the NIU Board of Trustees meetings should contact Ellen Andersen, Director of Special Events, at (815)753-1999, as soon as possible, normally at least a week before the scheduled Board meeting.
CALL TO ORDER AND ROLL CALL

The meeting was called to order at 3:25 p.m. by Chair Marc Strauss in the Board of Trustees Room, 315 Altgeld Hall. Recording Secretary Kathy Carey conducted a roll call. Members present were: Trustees Robert Boey, Robert Marshall, Tim Struther, John Butler, Wheeler Coleman, Cherilyn Murer and Board Chair Marc Strauss. Also present: President Doug Baker, Board Liaison Mike Mann, General Counsel Jerry Blakemore, Executive Vice President and Provost Lisa Freeman, Vice President Al Phillips, Dean Derryl Block, Student Association President Nathan Lupstein, and UAC Representative Greg Long.

VERIFICATION OF QUORUM AND APPROPRIATE NOTICE OF PUBLIC MEETING

General Counsel Blakemore indicated the appropriate notification of the meeting has been provided pursuant to the Illinois Open Meetings Act. Mr. Blakemore also advised that a quorum was present.

MEETING AGENDA APPROVAL

Chair Strauss asked for a motion to approve the agenda to include an amendment to include a brief closed session between items 7.a. and 8. Trustee Butler so moved and Trustee Marshall seconded. The motion carried.

CHAIR’S COMMENTS/ANNOUNCEMENTS

Chair Strauss indicated he had no comments but recognized Greg Long, University Advisory Council representative in attendance.

Dr. Long commented, the UAC supports the movement to replace the student trustee vacancy. We work consistently in our respective governance bodies with the Student Association and their participation with us in shared governance on campus and on the Board of Trustees is very important, therefore, we encourage movement forward on that.

PUBLIC COMMENT

General Counsel Blakemore indicated that there is one request to speak from Student Association President Nathan Lupstein.

Mr. Lupstein began, ladies and gentlemen of the Board, thank you for having me today, the university administration and everyone in attendance. It’s a pleasure to be able to speak in front of you and to preface my statement I just want to thank all of you for your continued support and collaboration with the Student Association moving forward. Today we’re talking about the legislation being brought forward to replace the student trustee. As it’s currently stated in the Student Association by-laws, it grants the President of the Student Association the power to appoint a student trustee with Senate confirmation to sit in the event of a vacancy which is what we’re dealing with right now. I especially want to encourage all of you to consider this type of legislation for the Board the Trustees and your Board and to also state that this is a common practice that has been utilized throughout the course of the Board of Trustees. In 1996 when
this Board of Trustees was established, this was the practice. The Student Association President would appoint a student trustee with the confirmation of the Senate and they would serve on the Board being able to motion and be privy to all confidential information, and all such activity that occurs on this Board. Starting in 1999 there was a vote granted to the Student Trustee. So there was a state law saying that student members of each Board of Trustee of the university had a binding vote on every board across public universities. From this time in 1999 the process of the President appointing a student with Senate confirmation was still in place. We see about three times to where the Student Association president between 1999 and 2001 is appointing a student trustee with confirmation of the Senate that has a full legally binding vote on the Board. This is a common practice that we've seen throughout the history of the Board of Trustees. In fact a more relevant example, a vacancy occurred in October of 1999. The Student Association President was contacted by then President John LaTourette who said “inform us as soon as possible of the Student Association’s designee as student trustee.” And then four days later his appointment was sworn in to the Board of Trustees. So essentially what I want to say to all of you and encourage all of you to consider is that this is a common practice that we've seen here at Northern Illinois University for the event of a student trustee vacancy. I think this is essential to the shared governance between our Board of Trustees and our Student Association and I also want to support this idea by telling you that this process of appointment and confirmation is a practiced method that we use for a myriad of different reasons within the Student Association. Every member of my executive staff which are my directors and my chief of staff, they all face my appointment and the Senate confirmation; anyone that I appoint to the Supreme Court of the Student Association goes through the same process. It’s very sophisticated. The same process happens when we approve our budgets for the Student Association or for any Student Association funded organizations. This is something that we, as an organization are very comfortable in doing and we choose with the utmost scrutiny. Having the time to prepare for this knowing that this was something that we were going to be dealing with moving forward for this semester, we've already been very diligent in compiling potential candidates for the student trustee position and vetting them as closely as possible to insure that we can get someone in that seat as soon as possible.

**PRESIDENT’S REPORT NO. 103**

President Baker began, the items for approval are all topics that we've discussed earlier today so let me know if there is any discussion needed.

**Agenda Item 6.a.(1) Request for Deletion of Minor**

President Baker continued, the first issue is the request for deletion of a minor. The University request Board of Trustees approval for the deletion of a minor in dance education.

Chair Strauss called for a motion. Trustee Coleman so moved and Trustee Butler seconded. The motion was approved.

**Agenda Item 6.a.(2) Request for Deletion of Emphasis**

President Baker presented, the second is another deletion. The university requests the Board of Trustees approval for the deletion of an emphasis in Environmental Studies, the BA/BS emphasis non-government organizations.

Chair Strauss called for a motion. Trustee Boey so moved and Trustee Marshall seconded. The motion was approved.

**Agenda Item 6.a.(3) Request for Deletion of Specialization**

President Baker continued, the next item is yet another deletion. We request the Board approve the deletion of a specialization in Rehabilitation Counseling with the MA in Communicative Disorders.

Chair Strauss called for a motion. Trustee Butler so moved and Trustee Coleman seconded. The motion
was approved.

**Agenda Item 6.a.(4) Request for New Degree Program**

President Baker continued, next we have an addition. The university requests Board of Trustees approval for a new degree program and an MS in Rehabilitation Counseling.

Chair Strauss called for a motion. Trustee Marshall so moved and Trustee Coleman seconded. The motion was approved.

**Agenda Item 6.a.(5) Request for New School**

President Baker presented the next agenda item is for a new school of Nursing. Earlier today there was consensus about the need, but there was a question about how it would be funded. Due to not filling many vacant positions and reallocation of funds, positions, etc., we have identified the funding for this project to address the concerns expressed earlier today. With that I would ask the Board of Trustees approve a new School of Nursing.

Chair Strauss called for a motion. Trustee Murer so moved and Trustee Boey seconded. The motion was approved.

**Agenda Item 6.a.(6) Request for New Minor and Emphasis**

President Baker continued, next is a request for emphasis of a new minor. The University requests the Board of Trustees approve a new minor in Business Analytics and a new emphasis in Entrepreneurship and Social Responsibility with a BS in Management.

Chair Strauss called for a motion. Trustee Boey so moved and Trustee Butler seconded. The motion was approved.

**Agenda Item 6.a.(7) Request for New Specializations**

President Baker continued, next is a new specialization in Adult Education, a new specialization in higher education, both within the MS/ED in adult and higher ed and a new specialization in Public Service Law and Management within the masters of Public Administration. We would request Board approval.

Chair Strauss called for a motion. Trustee Marshall so moved and Trustee Boey seconded. The motion was approved.

**Agenda Item 6.a.(8) Approval of Fermilab CRADA**

President Baker added, the next item is the approval of a CRADA or the Collaborative Research and Development Agreement with Fermilab, the accelerator lab, for the development of a joint program in Accelerator Science Research and Education. We ask for approval.

Chair Strauss called for a motion. Trustee Butler so moved and Trustee Boey seconded. The motion was approved.

**Agenda Item 6.a.(9) Differential Tuition Results**

President Baker presented, the next item is the differential tuition. We had a good discussion and Provost Freeman I think gave us good insight. Essentially we’re approving what was approved last year for the differential tuition for the graduate professional program so we ask approval of that differential tuition.

Chair Strauss called for a motion. Trustee Murer so moved and Trustee Coleman seconded. The motion was approved.
Agenda Item 6.a.(10) New Residence Hall and Northern View Apartments (Capital Project Approval)

President Baker continued, the next item is the new residence hall and as you’ve heard, twice as many students are eating there as they thought. The university requests the Board of Trustees approval to establish a project budget not to exceed $1.9 million, the amount of excess construction funds available in the Series 2011 bonds, and authorize Collegiate Housing Foundation to complete the work in a timely manner selecting appropriate, competent licensed and bonded contractors and consultants.

Chair Strauss called for a motion. Trustee Coleman so moved and Trustee Marshall seconded. The motion was approved.

CHAIR’S REPORT NO. 73

Agenda Item 7.a. Student Trustee Vacancy and Proposed Bylaw Changes

President Baker continued, the next item is approval of the trustee vacancy policy and the approval to adopt the principles contained in the Student Association constitution regarding the student trustee vacancy and approval of the proposed amendments to Article 2, Section 7 of the Bylaws of the Board of Trustees of Northern Illinois. The Ad Hoc Committee on Governance recommends that the Board of Trustees endorse the request for approval at this meeting.

Chair Strauss asked Trustee Butler, Chair of the Ad Hoc Committee on Governance, to provide some introductory comments and the opportunity to make whatever motion is appropriate here.

Trustee Butler waived the motion to suspend the provision of discussion of the item and continued, this is an item that we’re receiving as a committee but I want to motion that we waive the portion of Article 10 of the Board Bylaws that requires the notice of the intention to amend the bylaws shall have been presented in writing at the regular or special meeting immediately preceding.

Trustee Coleman seconded the motion.

Trustee Butler added, I just want to make sure that I’m clear that the obvious advantage of suspending the provision is that it will permit the Board to discuss and adopt the amendment at this meeting and I think we’re on very safe ground to do so. First, we’ll be able to resume our conformity with the composition of the Board called for under state statute. Secondly, there’s been ample notice and discussion of this matter with the Board members and our shared governance stakeholders so we are on good ground to suspend this provision.

Chair Strauss clarified, those comments go to both the motion before us now and what would be a subsequent motion to actually adopt this. The item before us now is to suspend the rule that would require this come back a second time. If there are any other comments related to the matter before us today.

Trustee Coleman asked for General Counsel Blakemore to weigh in on any additional issues.

General Counsel Blakemore began, on the questions of amending your bylaws, this is more than proper. You have met the spirit of your bylaws with respect to what we usually refer to as first and second reading. The Board has received from me an actual legal opinion regarding this sometime ago. Consistent with the comments made by Committee Chair Butler, you have more than ample authority. The student body president has spoken to the issue in terms of the history, but you have more, in my opinion, sufficient legal basis to actually make this appointment as well.
Chair Strauss called for a vote for the motion to waive the portion of Article 10 of the Board Bylaws and the motion passed.

Chair Strauss called for a motion to adopt the item presented. Trustee Murer so moved and Trustee Coleman seconded. The discussion continued.

Trustee Coleman asked, when can we anticipate a name or appointment from the student government?

Nathan Lupstein answered, as I previously stated we were notified of the previous trustee’s resignation over winter break so we’ve had this whole semester to start gathering names. I would say within the next two weeks we should be able to have a name approved by the Student Association Senate and submitted to the Board of Trustees.

Trustee Butler added, at this point, I would like President Lupstein to meet with Jerry Blakemore as soon as possible before you make the appointment to go over some of the implications for the appointment for the person that you would appoint in terms of the Ethics Act. It's important that they understand those before they’re seated on the Board for a period of four months.

Trustee Murer asked, this appointment will be for the vacancy, and that vacancy is up July 1, so this appointment is only for the period of time from March through the end of June? Would that person be eligible again?

General Counsel Blakemore responded, the statute requires that the student have an actual election and so this is exactly as you've indicated. It’s replacement for that period of time ending June 30th. The replacement has nothing to do with who serves after that.

Trustee Murer confirmed, so we are voting just for this vacancy from March 1st to June 30th so to speak.

General Counsel Blakemore responded, exactly.

Chair Strauss called for a vote, and the motion carried.

CLOSED SESSION

Chair Strauss asked for a motion to close the public meeting to conduct a closed session to discuss the following subjects authorized by the Illinois Open Meetings Act, as amended: litigation and risk management matters as generally described under sections 2c 11 and 12 of the Open Meetings Act. Trustee Murer so moved, seconded by Trustee Butler. A roll call vote of the Trustees to recess to Closed Session was as follows:

- Trustee Robert Boey: yes
- Trustee Robert Marshall: yes
- Trustee Tim Struthers: yes
- Trustee Cherilyn Murer: yes
- Trustee Wheeler Coleman: yes
- Vice Chair John Butler: yes
- Board Chair Marc Strauss: yes

The meeting is now closed and will re-open at the conclusion of the closed session in approximately 30 minutes. The Board adjourned for closed session at 3:43 p.m.

The Board of Trustees of Northern Illinois University reconvened on Thursday, February 18, at 4:16 p.m. Chair Strauss announced they were reconvening after the closed session and asked for a roll call.

OTHER MATTERS

No other matters were discussed.

NEXT MEETING

The next meeting of the Board of Trustees will be Thursday, March 17, 2016

ADJOURNMENT

Chair Strauss asked for a motion to adjourn. Trustee Boey so moved and Trustee Struthers seconded. The motion was approved. Meeting adjourned at 4:17 p.m.

Respectfully submitted,

Kathleen Carey
Recording Secretary

In compliance with Illinois Open Meetings Act 5 ILCS 120/1, et seq, a verbatim record of all Northern Illinois University Board of Trustees meetings is maintained by the Board Recording Secretary and is available for review upon request. The minutes contained herein represent a true and accurate summary of the Board proceedings.
1. CALL TO ORDER AND ROLL CALL

The meeting was called to order at 9:02 a.m. by Board Chair Marc Strauss in the Board of Trustees Room, 315 Altgeld Hall. Recording Secretary Kathy Carey conducted a roll call. Members present were Trustees Robert Boey, Wheeler Coleman, Robert Marshall, Cherilyn Murer, Tim Struthers, James Zanayed, John Butler and Board Chair Marc Strauss. Also present: President Doug Baker, Board Liaison Mike Mann; General Counsel Jerry Blakemore, Executive Vice President and Provost Lisa Freeman, Vice President Al Phillips, Vice President Anne Kaplan, and Interim Vice President Harlan Teller. University Advisory Council (UAC) Representatives Greg Long and Holly Nicholson.

2. VERIFICATION OF QUORUM AND APPROPRIATE NOTIFICATION OF PUBLIC MEETING

General Counsel Blakemore indicated the appropriate notification of the meeting has been provided pursuant to the Illinois Open Meetings Act. Mr. Blakemore also advised that a quorum was present.

3. SWEARING IN OF TRUSTEE JAMES ZANAYED

The meeting began with the official swearing in of the newest member of the Board of Trustees. James Zanayed who was appointed and confirmed recently by the Student Association Senate. Although his service started at the time of appointment, Chair Strauss asked Mr. Zanayed to join him at the podium for the reading and signing of the official oath.

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NORTHERN ILLINOIS UNIVERSITY
BOARD OF TRUSTEES
TRUSTEE OATH OF OFFICE


James Zanayed

Trustee Signature

March 17, 2016

Oath of Office administered by:
Marc J. Strauss

Signature

March 17, 2016

Board Chair, Northern Illinois University Board of Trustees

Trustee Zanayed added, it is absolutely quite an honor to be here today. I’d like to start by thanking Student Association President Lupstein when he appointed me to replace former Trustee Chavez and I want to give my thanks to the Senate who confirmed me. It’s a privilege to serve both the students and the university at such a high level and with such accomplished individuals, everyone in this room as well. I also
want to take the opportunity today to commend former Trustee Chavez. She served this role honorably and I told her that I plan to carry on her goals in representing the students and representing the University on this Board. I would also be remiss today if I didn’t take this opportunity to thank NIU as a body for giving me all that it had. I met Jen the woman of my dreams here. I have made lifelong friends here at NIU. I’m going to get the opportunity in the next couple of years to see my little brother Tony graduate with a Kinesiology degree and my little sister Christina graduate with a pre-physical therapy degree. That’s not even to mention the amount of experiences and the two degrees that I’m going to leave NIU with after seven and a half years. NIU has given me so much and I just hope that I can give back as much as it has given me and I hope that I at least can chip away at that with this job. Thank you very much everybody. I look forward to working with you all.

4. MEETING AGENDA APPROVAL

Chair Strauss asked for a motion to approve the meeting agenda and indicate there would be a motion later for a consent agenda of agenda items 9.a.1., 9.a.3. – 9.a.9., 9.a.11- 9.a.15.; 9.b.1. – 9.b.9; 9.b.11- 9.b.13. Trustee Murer so moved and Trustee Butler seconded. The motion passed.

5. REVIEW AND APPROVAL OF MINUTES

Chair Strauss noted at today’s meeting we will be approving four sets of minutes. He began by asking for a motion to approve the minutes from November 12, 2015, Special Meeting of the Board of Trustees. Trustee Marshall so moved and Trustee Butler seconded. The motion passed.

Chair Strauss continued, asking for a motion to approve the minutes from December 10, 2015, Regular Meeting of the Board of Trustees. Trustee Coleman so moved and Trustee Butler seconded. The motion passed.

Chair Strauss called for a motion to approve the minutes of December 10, 2015, Executive Committee Meeting of the Board of Trustees. Trustee Butler so moved and Trustee Boey seconded. The motion passed.

Chair Strauss called for a motion to approve the minutes of December 17, 2015, Special Meeting of the Board of Trustees. Trustee Murer so moved and Trustee Butler seconded. The motion passed.

6. CHAIR’S COMMENTS/ANNOUNCEMENTS

Chair Strauss noted he had no comments or announcements and offered the opportunity to speak to representatives from the University Advisory Council.

Speaker Greg Long, Faculty Senate President and Executive Secretary of University Council, began, first I’d like to thank the Board for their support of shared governance and the work we’re trying to accomplish at the University in these difficult times. And as follow-up to the ad hoc meetings from earlier in the year, I want to say that I do support certainly the continued emphasis on sabbatical leaves. I think they’re very essential for faculty and staff. We’ve made excellent use of them in past. I would like also to voice my support for the Office of Assessment and our on-going efforts to improve and report the student learning that occurs on campus. The final point I’d like to make is just as an update on some of our shared governance work relative to the constitution and bylaws we are working on. Looking at that as kind of a three-prong issue of dealing with the threshold of the voting for bylaws, dealing with the specificity of the bylaws and then the overall structure; at our most recent University Council meeting we did have a second vote on the Article 22 with regard to the bylaws and we have been able to lower the voting threshold of the bylaws such that the bylaws changes require the presence of 60% of one plus one of the total voting membership of the Council to be available; and to become effective, an amendment must be approved by the greater of a) a majority of the total voting membership of University Council, or b) two-thirds of the
voting members in attendance. This particular change will allow us to have much more flexibility as we move forward. I just wanted to give you an update on that and we will continue to work with the General Counsel’s Office to make sure that our efforts are in concert with the Board of Trustees regulations and work in collaboration in that regard.

Speaker Holly Nicholson, President, Operating Staff Council began, Good morning, yesterday in our Enterprise Risk Management session Dr. Stone asked us what risks keep us up at night? And there’s probably many answers I should give, but the first thing that came to my mind was how frustrated faculty and staff are right now. I know that most of that can’t be resolved until we have an appropriation from the State and news about the budget. In the meantime, everyone is working tirelessly to keep NIU open and to keep our jobs safe. We know that Provost Freeman and Dr. Phillips talk daily about salary and vacant positions, but on a smaller scale, people across campus are coming up with creative ideas to help faculty and staff and to boost morale. A recent example is from OSCs Morale Committee, who requested a staff advisor position similar to the SPS and faculty staff advisor position, and this was approved by the President and we just worked with Provost Freeman this week to finalize the details. The process was collaborative and it was obvious that the needs of staff are the priority and similarly, Provost Freeman and Dr. Phillips helped us work out some support for the staff councils, which includes clerical support and office space, and this will allow staff to participate in shared governance more easily. We have more ideas coming and we really appreciate the support. Continued transparency and honesty can only help as well. People often receive budgetary news with little context and rumors are flying constantly so it’s important that decisions are made that are justifiable and we continue to communicate about them to the extent that’s appropriate and helpful. Thank you.

7. PUBLIC COMMENT*

General Counsel Blakemore indicated that there was one request for public comment from Michael Haji Sheikh

Speaker Michael Haji Sheikh began, welcome to the new trustee. I want to talk about a couple of quick things. One thing is that we will never have governance sharing when you don’t have a faculty member on the Board of Trustees. Other top universities in this country do have that, so as long as we do not, the faculty do not have a voice beyond a secondary level with a single individual who happens to be a member of the University Council, we are basically not having shared governance. I just want to point that out. Secondly, I was very concerned about the way contracts have been run in this University. One of the things I found is that there was an individual, happened to be one of Ron Walter’s friends, Jim Heid, who came in last year, actually in 2014, with (bold visions) and he’s like a bad penny and hasn’t been able to leave. I found the contract appears to have been, let’s see, fixed to say nicely. He was in the selection for the QBS and RFQ Committee. He came up with the rules on how certain contracts were going to be given, and interestingly enough one of those contracts just happened to be this road that you had to give $550,000 or $560,000 to fix. If you cannot control how it is done and the way the state has been allocating it, the rules, then you’re going to get things like a guy coming in, setting the rules, and then going and being a subcontractor for the architect. Setting the rules and then becoming a subcontractor, he was a subcontractor for Knight E/A for doing the core campus project; $125,000 you guys approved last year, he was the sub-contractor. He got as much money as the contractor and another company called Civitas, a guy named Joe Hruda and Mike Cannon were both NBBJ alumni with Ron Walters. They’re still here; I mean they were here until the end of last year. You can’t fix things unless you make the rules correct for everybody. The 14 people who, the total people, applying for the core contract, there are 14 companies that came in thinking they were on even footing and only one contract was given and that contract was given to the guy helped write the QBS and RFQ rules. We still have problems and I think we still need to fix these problems because they are what’s going to drag us down. Millions of dollars were spent for nothing. We took Douglass Hall, we spent as much money as you do for five miles in interstate for that building and you’re still trying to figure out what to do and find budget. Board I applaud that’s a tough job I understand. My wife’s on the county board, she has a tough job. It’s a tough time. The State’s got tough times, but
you’re telling the faculty that you can’t do anything yet you go off and you spend as much money as five miles of interstate. It’s hard for me, as faculty, to understand the logic behind collapsing buildings, laboratories that can’t get funding, and we build a road that’s two lanes, too narrow and doesn’t line up with the other road. That’s ridiculous. Thank you.

8. REPORTS OF BOARD COMMITTEES AND BOARD LIASIONS

a. Executive Committee

Chair Strauss indicated the Executive Committee has not met so there will be no report.

b. Academic Affairs, Student Affairs and Personnel Committee (AASAP)

Trustee Marshall reported at the February 18th meeting of the Academic Affairs, Student Affairs and Personnel Committee we did approve 8 items which were sent forward to the Special Board Meeting that same day for approval. Those items were a request to delete the minor in Dance Education; a request to delete an emphasis in non-governmental organization in Environmental Studies; a request to delete a specialization in Rehabilitation Counseling within the Master of Arts in Communicative Disorders; a request for a new degree program the Master of Science in Rehabilitation Counseling; a request for a new School of Nursing, a request for a new minor in Business Analytics and a new emphasis in Entrepreneurship and Social Responsibility; a request for a new specialization in Adult Education, Higher Education, and Public Service Law and Management; and recommendations for faculty and supportive professional sabbatical leaves for the 2016/2017 year. There were also three information items presented; an annual report on the outcomes of sabbatical leaves, a presentation from Professor Jon Briscoe on his sabbatical entitled “Crafting Career Interventions for Mid-Career Professionals” and a presentation on assessment of student learning at NIU.

c. Compliance, Audit, Risk Management and Legal Affairs Committee (CARL)

Trustee Murer reported I’m pleased to provide the report of the Compliance, Audit, Risk Management and Legal Affairs Committee. The committee met on Thursday, February 18th. The minutes of the November 12th committee meeting were approved. The agenda for the February 18th meeting included both information and discussion items. The information and discussion items included an update on enterprise risk management initiative by Dr. Alan Phillips; and update on the Governor’s Executive Order 1509, and statement of economic interest by our Special Counsel and University Ethics Officer James Guagliardo. Although no action was requested, the committee was advised of the university’s effort to update the university’s policies related to constitutional rights, responsibilities, privileges and obligations. The university provided a summary of the proposed freedom of expression policy. I’d like to give a special thank you to the President for initiating this timely policy review. There were no committee action items taken.

d. Finance, Facilities and Operations Committee (FFO)

Trustee Butler reported, the Finance, Facilities and Operations Committee met on February 18, 2016 and considered several university recommendations for action. This included the approval of a collaborative research and development agreement, or CRADA, signed by Fermilab and the university; FY17 architectural and engineering physical plant open order contract renewals; the FY17 Document Services campus copier program contract renewal; the FY17 physical plant elevator services and maintenance open order contract; the FY17 International Programs division expenditures; the FY17 Student Mass Transit Board campus bussing system contract renewal; the FY17 transportation services; physical plant and finance and facilities and operations motor fuels; FY17 non-food food services related commodities; FY17 student health insurance; a signatory authorization; the results of the university’s efforts to establish differential tuition rates and approval of those rates and approval of capital projects concerning the east and west heating plant, DuSable steam vault, new residence hall in Northernview Apartments, Gable Hall roof replacement, Stephenson Towers A and D roof replacement, and the Lucinda Avenue re-alignment project. We also received three more items that were of an information nature including a quarterly summary report for
transactions in excess of $100,000; a periodic report on investments; and the first iteration of a quarterly financial summary which the committee is looking forward to receiving on a regular basis going forward. Action items concerning the CRADA with Fermilab, differential tuition and capital projects at the new residence hall and Northernview apartments were approved at the Board’s Special Meeting held on February 18th. The remaining action items are before us today.

e. Legislative Affairs, Research and Innovation Committee (LARI)

Trustee Murer reported, on February 18th the Legislative Affairs, Research and Innovation Committee met and the report included four items, three of which were presented to the committee. Mr. Mann provided an update on the very difficult budget situation in Springfield and I think that President Baker will in his report continue to update us. In Dr. Quider’s absence, Vice President Blazey gave a brief federal update. As part of our commitment to do an in-depth review of research programs within various colleges at the University we were very pleased to hear of programs within the humanities through the College of Education. Professor Marc VanOverbeke gave an overview of several of the programs and, his colleague, Professor Paul Wright focused on specific work being conducted within the College of Education. Although not reported verbally, I would like to mention that sponsored research in the second quarter of FY16 is on par with FY15 and included 33 awards totaling $7.5 million.

f. Ad Hoc Committee on Enrollment

Chair Strauss, as Chair of the Ad Hoc Committee on Enrollment, reported, my colleagues received the unapproved copy of the minutes of that meeting but for the benefit of the rest of you in the audience I'll report that the Ad Hoc Committee on Enrollment met on February 4th and in summary we received reports on the 2016 spring semester 10th day enrollment; an update on the fall 2016 recruitment initiative; a report on new and special projects. There were calls for additional information showing which recruitment and retention initiatives have been successful, metrics showing historical trends and a comparison to peer institutions and information regarding graduate transfer and off-campus student recruitment and retention. We don’t have a meeting date scheduled for the ad hoc committee yet, but the hope is that we’ll manage to get that together at some point in April.

g. Ad Hoc Committee on Governance

Trustee Butler reported, the Ad Hoc Committee on Governance met on December 17th where we considered a presentation on Section 5, Subsection B.2.a of the Board Regulations concerning the circumstances under which the University is authorized to conduct its own purchasing activities. Particularly of interest was the area of commodities bid process through the Public Higher Education Cooperative or IPEC. What specifically was included in this category was discussed in response to the committee's inquiries into the types of purchases the university was authorized to conduct without having to bring those purchases before the Board. On that day, the committee also reviewed and took action on a proposed disclosure of interest policy, what we have previously referred to as a conflict of interest policy, and a proposed administrative leave policy. Today we are receiving the committee’s recommendation in both respects. The committee requested some alterations to the disclosure of interest policy and moved that it be presented today for Board action as Item 10.b. The committee determined that an administrative leave policy should be developed at the University level and agreed on some parameters for that policy which we recommend for Board action today as an agenda item 10.a. In addition to these two action items the committee heard a report from Greg Long, the Faculty Senate President and Executive Secretary on the University Council, on a process for constitutional assessment and potential reform being undertaken by Dr. Long and his colleagues on the University Council. The committee expressed support for these efforts. Finally, we postponed discussion of a naming rights policy. At our meeting of February 4th, the committee considered proposed amendments to the Board Regulations concerning university level purchasing activity ultimately recommending two amendments which we have before us today in item 10.c. One amendment discontinues the exemption of IPEC purchases from the Board of Trustees purchasing approval and clarifies specific areas where exemptions are warranted. Another amendment addresses a long standing interest in adopting provisions governing procurement expenditures for sponsored research and other sponsored
activities under grants and contracts to promote efficiency and timely project administration. I noted in the meeting and I'll note again now that in the Board’s action item on May 28, 2015 where we articulated areas the Board wished to address with policy reform we expressly mentioned provisions governing procurement expenditures for sponsored research and other sponsored activities under grants and contracts, and the amendment before us in this area carries this reform effort forward to action. On February 28th the committee also received an update on the University Council’s efforts to reform the University Constitution.

Dr. Long just reported on the change in voting thresholds related to bylaws, an important first step in this effort. The committee expressed our desire to continue our collaboration with Dr. Long and his UC colleagues indicating that we believe the process is a comprehensive opportunity to align our several governance and policy documents, address duplications and barrier to curricular change, and other basic challenges. The committee also considered a bylaw proposal to change the manner in which vacancies in the student trustee position should be addressed. The committee’s recommendations in that regard were adopted by the Board at its Special Meeting of February 28, 2016, part of the sequence of events that led to the appointment of our new colleague, James Zanayed. The committee also postponed discussion of a naming rights policy for a second time and expressed our earnest desire to receive a university recommendation in that area as soon as possible.

**h. Illinois Board of Higher Education**

President Baker reported, Al Phillips and I attended the last board meeting in Chicago. At that time Tom Cross was announced as the new Executive Director of the Illinois Board of Higher Education replacing Lindsay Anderson who’s taken another job. A good deal of discussion was had about the legislative budget and its impact on the viability of some of the institutions and, in particular, the affordability in attainment gaps for underrepresented groups. Also at the meeting, the University of Illinois presented an overview of their new medical school that has a focus on technology and engineering merging with medicine and hands on learning pedagogy.

**Universities Civil Service Merit Board**

Trustee Marshall reported that recently, the Executive Director of the Merit Board was able to come out to NIU and meet with staff in order to do some articulation on some of the current issues.

During the last meeting of the Merit Board on March 3rd, it was reorganization time when we elected new officers and just to name those folks and their positions; James Montgomery is the re-elected Chair, Karen Hasara is the re-elected Vice Chair, and Mr. Cole and Mr. Mitchell were elected for new terms to the Executive Committee. We held three discharge hearings that were completed for two employees from the University of Illinois at Chicago and one from the State University’s Retirement System. For many who are not familiar with the Merit Board, in addition to the State University’s System, we also cover a number of state agencies including the Community College Board, the Illinois Board of Higher Ed, SURS Retirement and others. On a biannual audit program, on reviewing some of the recent activities it was reported that the final audit reports have been completed and sent out with no findings being reported for the Illinois Board of Higher Ed, the Illinois Community College Board, and the Department of Specialized Care for Children. A report from the Human Resources Directors Advisory Council was given by Maureen Parks’ representative and there was a very good report that also mentioned joint efforts with the Employee Advisory Committee and the Human Resource group. They held a meeting earlier in January and apparently had a lot of progress on making some things happen. That partner group that they met with, the Employee Advisory Committee, chaired by the newly re-elected Andy Small from NIU, gave a series of reports. Again, congratulations for working with other units to move things forward. Updates on proposed rulemaking: we’ve had discussion before on what does this rule of three mean. They had it as a rule for the merit board but the state legislature stepped in and it is now a statute which takes President over on any rule that would be published by the Merit Board. As I understand it, basically three top scores on a register would be working with candidates coming in with any of those top three scores. In the past it’s my understanding if someone scored 98 and then the next one was 97 and then 96, you had a total of three people to interview. My understanding now is that if several people score in any one of the top three, you
could have a large pool and I won't say it could be 9 or 10, but it certainly could be more than three. There was a Legal Counsel report. Our Executive Director updated the Merit Board regarding 33 written charges against people for purpose of discharge and apparently 9 employees out of that group requested an appeal hearing before the Merit Board.

j. Northern Illinois University Foundation

President Baker reported, approximately two weeks ago both the Foundation and Alumni met in separate meetings. The Foundation Board has a good deal of good news. There were very strong results through February of this year for their annual fundraising. As of February, they’d raised $15.6 million, 78% of the way toward their $20 million goal and they’re anticipating meeting or exceeding that goal. A number of key gifts were noted. A million dollar gift from Doug and Cindy Crocker to support the Crocker Endowed Scholarship program in the College of Business. Another million dollar gift in cash from the “Give Something Back Foundation” to fund 50 students from disadvantaged backgrounds, and a $2.75 million plan gift for the College of Engineering.

A number of structural issues were also discussed as well as personnel. One notable election was that Jeff Yordon was chosen to be the Foundation Board Chairman beginning July 1st replacing Dennis Barsema at the end of his term. We thank Dennis for his excellent service and will do that formally as July approaches and welcome Jeff on board in that new role. The Board approved goals for FY17 and of note, the Foundation will begin this fiscal year developing a pre-campaign plan in conjunction with the University, the post-program prioritization priorities that immerse as well as university wide dialogs. Catherine Squires noted she’d be pleased to make a presentation to this Board on those activities as we move forward. I spoke about the on-going budget stalemate in Springfield and we discussed its implications for the University. We had two sets of outstanding presentations by students. One set of students were those who went to Mexico during the holiday season and spent time in a leadership academy. If you want to read more about it, it’s on our front page this week. Really an amazing story with a huge impact on those students. Another group that presented was the investment class from the College of Business. They manage a piece of the portfolio for the University Foundation and do an outstanding job with it. Gina Nicolosi is the faculty advisor for that group and one of the students, Franz Varga, had the highest score in the world in the Bloomberg aptitude test on business and finances so I think we're in good hands with those students and Professor Nicolosi. Great presentations from them and it was the hands on learning experiences and internships right in front of us and it was wonderful to see.

k. Northern Illinois University Alumni Association

President Baker reported, the Alumni Association met the next day and I also spoke there about the ongoing budget stalemate and its implications. The Alumni Association has taken on a strategic assessment, a self-evaluation. They’ve got more than 1000 data points from interviews and surveys conducted by Board members. Their goals are to better understand how to engage alumni, develop plans and programs to encourage connections and engagement and also to insure the Association’s providing support and activities and promotions of NIU. A variety of people have been interviewed including board members, university senior leadership, academic deans, current alumni association members, past board members, community leaders, foundation leaders, etc. I think they’re well along the way to having a really good and thorough assessment of the Alumni Association and collecting data on how they can strategically move forward in the future.

l. Northern Illinois Research Foundation

Provost Freeman reported on behalf of Vice President Blazey, who is participating in a project review for the National Science Foundation in Washington, DC, that last week the Northern Illinois Research Foundation held their quarterly meeting at our Hoffman Estates Campus. The agenda included considerable policy housekeeping with the board considering an audit committee charter as well as policies related to accounting, protection of whistle blowers, and records retention. These policies are a part of a campaign
that reflects the continued commitment to improve operations of the research foundation. The board also reviewed procedures under development by the Office of Innovation for selection of patents for prosecution. These procedures will help the staff select patents in an objective manner during difficult financial conditions. The board also heard an update on intellectual property developments in calendar year 2016. These included 30 pending patents and 3 awarded patents. The next meeting of the Northern Illinois Research Foundation is June 2016.

9. PRESIDENT’S REPORT NO. 104


UNIVERSITY RECOMMENDATIONS FORWARDED BY THE BOARD COMMITTEES

Agenda Item 9.a.(1) – Recommendations for Faculty and Supportive Professional Staff Sabbatical Leaves for the 2016-2017 Academic Year – Consent Agenda

Agenda Item 9.a.(2) – FY17 Architectural & Engineering and Physical Plant Open Orders Contract Renewals

President Baker began, 9.a.2 is architectural and engineering plant open orders contract renewals. We request permission to issue open orders for labor and materials required for FY17 for electrical contractors, a general contractor, and an excavation road parking lot contractor. Services will be requested only on an as needed basis through the fiscal year. Elliot Wood Inc. was added for this coming fiscal year due to added anticipated projects. This is the first year of nine one-year contract renewal options based on a bid that was opened in May 28, 2015. The renewal awards will be advertised in the Illinois Procurement Bulletin and so we request approval of the expenditure authority not to exceed the $2,025,000.00 limit.

Chair Strauss called for a motion. Trustee Murer so moved and Trustee Butler seconded. Chair Strauss called for a roll call vote.

Trustee Robert Boey: yes Trustee John Butler: yes
Trustee Wheeler Coleman: yes Trustee Robert Marshall: yes
Trustee Cherilyn Murer: yes Trustee Tim Struthers: abstain
Trustee James Zanayed: yes Board Chair Marc Strauss: abstain

The motion passed.

Agenda Item 9.a.(3) – FY17 DOIT – Document Services Campus Copier Program Contract Renewal– Consent Agenda

Agenda Item 9.a.(4) – FY17 Physical Plant Elevator Services and Maintenance Open Order Contract– Consent Agenda

Agenda Item 9.a.(5) – FY17 International Programs Division Expenditures– Consent Agenda

Agenda Item 9.a.(6) – FY17 Student Mass Transit Board Campus Busing System Contact Renewal– Consent Agenda

Agenda Item 9.a.(7) – FY17 Transportation Services, Physical Plant & Finance, Facilities & Operations Motor Fuels– Consent Agenda
Agenda Item 9.a.(8) – FY17 Multiple Departments – Non-Food, Food Service Related Commodities– Consent Agenda

Agenda Item 9.a.(9) – FY17 Student Health Insurance– Consent Agenda

Agenda Item 9.a.(10) – FY17 Student Health Insurance Fee

President Baker continued, 9.a.10 is the student insurance health fee. The university provides group health insurance to our students and students may waive their participation in this plan if they have proof of other comparable health care insurance coverage. The insurance fee rate for the next year was not available at our last board and so we now have done the RFP and are requesting that we be given approval to not exceed the amount of $1,045 per semester. The bid will be done through a competitive process. We have those bids in. The review is being finalized and the renewal rates will change based on our claims history in prior years of experience in the past. The university does request the board approval for the fiscal year 2017 health insurance fees not to exceed $1,045 per semester. Staff will provide the board with information regarding the student health insurance fee once the process is completed and the final vendor coverage options selected.

Chair Strauss called for a motion. Trustee Coleman so moved and Trustee Murer seconded.

Chair Strauss called for discussion. Trustee Marshall asked how many bids were received and President Baker responded, four bids were received. Chair Strauss called for a roll call votes.

Trustee Robert Boey: yes Trustee John Butler: yes
Trustee Wheeler Coleman: abstain Trustee Robert Marshall: yes
Trustee Cherilyn Murer: yes Trustee Tim Struthers: yes
Trustee James Zanayed: yes Board Chair Marc Strauss: yes

The motion passed.


Agenda Item 9.a.(12) – East and West Heating Plant – Boiler Assessment and Update (Capital Project Approval) – Consent Agenda

Agenda Item 9.a.(13) – DuSable Hall Steam Vault Replacement (Capital Project Approval) – Consent Agenda

Agenda Item 9.a.(14) – Gabel Hall – Roof Replacement (Capital Project Approval) – Consent Agenda

Agenda Item 9.a.(15) – Stevenson Towers A & D – Roof Replacement (Capital Project Approval) – Consent Agenda

Agenda Item 9.a.(16) – Lucinda Avenue Realignment (Capital Project Approval)

President Baker continued, this is the Lucinda Avenue realignment capital project. We discussed this in our committee meeting. In early 2004 we received the allocation of a substantial Department of Transportation Highway Grant for the construction of property in the west campus. That grant was over $8 million. The far west road projects are complete and there’s a remaining balance of $233,861 dollars in the grant fund. The legislative language when the initial appropriation was made limited the use of these funds to road improvements specifically on NIUs west campus. To avoid risk of losing these funds and having them withdrawn, we presented options on the Lucinda extension and Recreation Drive at the West Stadium Drive intersection to the Department of Transportation and the second one was to repave Recreation Drive. The
proposed projects were submitted to DOT and approval was granted for the Lucinda Avenue extension alignment. If we are going to use this money we believe based on the DOT approval, we need to spend it on that section of road. President Baker asked for Vice President Al Phillips to speak regarding agenda item 9.a.16.

Vice President Phillips responded, we went back and took a look at all of the numbers. The original estimate was done in December of 2014. The conceptual estimate for the project was $550,000 with a 20% contingency. When we actually go to the design effort we anticipate the contingency will be cut to 10% through competitive bidding and the expected lower cost of the asphalt. We believe that we will be able to reduce another 10% which would reduce the cost of the project to $440,000. In that case the federal funding piece would be $233,000 or 53% of the project. NIUs share would be $207,000 or less than half the cost of the project. So this would allow us to finish this at less than half of the cost of what it would be if we did not have the federal funding. As President Baker said, if we do not use the federal funding then we will lose it.

President Baker continued, the recommendation is for approval to establish a project budget not to exceed $550,000, but we would anticipate it would be at least $100,000 less, and begin the project in FY16 by engaging QBS to select an architectural engineering firm for the planning, design, and preparation of construction documents and specifications for bidding the work. The University further requests approval to establish a phase construction sequence over two or more fiscal years to implement the project as funding is available and the time is available. The University will provide the Board with periodic updates of the progress of the project.

Chair Strauss called for a motion. Trustee Coleman so moved and Trustee Butler seconded

Trustee Struthers noted, I’m struggling with the total cost. I look at this very practical, if we had a pile of money irrespective of whose money - our money, the State’s money or the Federal Government’s money, is this the best use of those dollars? Given the State economy and the University economy today, I struggle with the cost. I went out and looked at the physical project and I understand there’s concern with the safety of the bus alignments and that sort of thing, I really struggle with the priority of this and cannot understand how it could cost $550,000 to realign the road. I am happy to hear that, after further review, this amount is a high estimate and may come in much lower. However, I am uncomfortable about calling a vote that would have $550,000 attached to it. I would like to see that number be $400,000 which would put the University portion in the high 100’s.

Trustee Coleman noted, my understanding is there’s two types of funds that we’re tapping into; the bond series 2010 fund. Can you explain the general use again of these funds? I understand the federal highway grant fund that, for the most part, cannot be used for fixing buildings or giving raises, etc. So for both of the funds that we’re tapping into here, please explain the type of usage associated with those funds.

Vice President Phillips responded, the federal funds are very specifically tied to a project and the language stipulates what those can be used for and how much leeway you have. In this case, we had to submit a request to use the funds for potential projects and so these additional funds were specifically approved for this particular project. That limits specifically for the use of that money to this particular project because we had to request approval to spend the funds on this. In terms of bond funds, generally bond funds by definition, are funds that we borrow and generally they have to be used for typically auxiliary purposes or purposes that in some way, shape, or form generate funding necessary to pay off the bonds. Generally you see those, probably the best example would be student housing where we borrow money to build housing, the student fees cover the cost of paying off the bonds. We do use them for other facilities such as the Convocation Center that generates funding. Even the parking lots generate funding through parking fees. This particular project was funded as part of this effort. Lucinda Road was funded through the use of these funds and that whole project. This is a piece that was left out of that and since the 2010 bond funds were used on the Lucinda Avenue extension it was our decision to use those funds also for this piece of the
project.

Trustee Murer commented, in keeping with the genre of the discussion thus far, and again just to assure clarity, first of all these are restricted funds for physical improvements?

Vice President Phillips responded, typically bond funds are used for construction type projects. They cannot be used for other, like payroll.

Trustee Murer added, I think this Board is very sensitive and appreciative of the comments made by our faculty member, and the community at large that sees money as one would look at their own budget with discretion to move monies around. I want to be very clear about this, these are not funds that can be used for other purposes, operational purposes of the university. So if we don’t use these funds that are available both from bonds and from federal grant, then those monies will be lost?

Phillips responded, the federal grant money we will lose. The bond funds we will still have and can use those for other projects. However through the use of our funds we would only be paying for 50% of the cost of the project which is why we were pursuing this. If we were doing this all with our own money it would cost us twice as much as the cost to NIU is projected to be.

Trustee Murer continued, in keeping with the question posed by Trustee Struthers, and is it the opinion of the President and the Chief Financial Officer that the completion of this project is the most prudent use of those bond funds?

President Baker responded, I think given that this is a dangerous intersection and at some point needs to be done and that we’ve got federal money to help us complete it at this time, it seems prudent to put those two pieces of money together and get the project done rather than come back in a few years and have to have double the cost or whatever increase there is from construction costs over that period. We do think it’s a good investment at this time.

Trustee Zanayed commented, I too struggle with the perception that we’re saying that we do not have money for certain things with the State budget crisis and now we’re going to go spend this kind of money realigning the road. I do understand that this money is for, i.e. construction and in addition, there’s a bond. I think that we need to combat the perception of the idea of wasting money especially with the students. I’ve heard students talk about this project and are asking questions. If we’re going to talk about the budget all the time why are we spending money on realigning a road? I believe there is good reason to straighten out this road now, but we need to have a good public relations idea in telling the community that that’s something we need to do and why we need to do it.

Trustee Struthers added, I look at the need for the realignment and I’m again somewhat dumbfounded by the fact of why that happened in the first place. Why the engineering firms didn’t catch that alignment miss at the beginning. So with that, I would prefer strongly that the engineer that was involved in that original project and the contractors involved in that original project are excluded from the winning of this next piece should we move forward.

Chair Strauss clarified, Trustee Struthers you have the capacity to make a motion for an amendment for any purpose. The two that you’ve mentioned or any other, if you would like to make a motion to amend then we’ll take that up for consideration.

Trustee Struthers moved to amend the motion to put a cap of a total of $440,000 and a limitation that the engineer and/or architect involved in the original design would be excluded from the work in the next phase. Trustee Butler seconded the motion,
Trustee Murer asked, I have a question on that thought process because if the road, and this is certainly not my area of expertise on road construction, but if the road is not aligned I’m wondering if there has been discussion with the engineer and the contractor to determine why it was not aligned and has there been any discussion of how to mitigate a situation. Was there any negligence? So I don’t know where our Legal Counsel is in this. Was there any negligence on this? And if there was no negligence has there been any consideration given by the group that initially established the road to fix the problems that we now have. My comment here is I’m not anxious to immediately vote to discount the original engineer and contractor only because I don’t know their role was and also could that be more useful to NIU in terms of trying to get some level of consideration that would be less than someone coming in new to such a project.

Tom Wroblewski, Director of Architectural Engineering Services, responded, the roadway that’s to the north of the Convocation Center was intended for the Convocation Center and because there was never any discussion or thoughts about trying to connect Lucinda to the Recreation Building by way of taking down Douglass, the road was never aligned to begin with. So the road that was built for the Convocation Center was built 35 feet further north than Lucinda Avenue. By taking down Douglass and extending the road to the west, the two roads don’t align when we reach the Stadium West road. The engineers proposed aligning it, but it would have taken off the front door of Stevenson South. We would have had no entrance into Stevenson South dormitories if we would have aligned the road by making the curve in front of Stevenson. We felt it was prudent to go forward with a straight road and realign that section further west of Stevenson Towers.

Trustee Murer added, I think that this is a very important comment and I just again want to reiterate that the original engineer contractor addressed this issue, proposed a solution to the client, NIU. The client at the time, because there was a building in the middle, decided that that recommendation would not be followed to align the roads and that we had some type of detour or an unalignment of the roads. But what I’ve just heard you say is that the original architect, engineer and contractor did address the issue, recognized it, addressed it, proposed it, client decided not to move forward with that; and now because we have different circumstances and we took down a building that’s why we’re looking to alignment?

Mr. Wroblewski responded, yes. Actually we wanted to do the entire project together but didn’t have the wherewithal to get the federal funds in place as we started the work of construction. It was our decision. It didn’t make sense to not have a south entrance into Stevenson and we didn’t have money to add another entrance so it was just decided that rather than having a dangerous exit or entrance into Stevenson that would exit right out onto the street, we would move the street. Basically the street is aligned with all of the rest of Lucinda through town.

Trustee Boey added, as I remember it, there was never a consideration of demolishing Douglass and when we decided to branch out the campus and take down Douglass, the problem came to light.

Mr. Wroblewski responded, correct.

Trustee Struthers asked, when was the road envisioned, was that following the demolishing of Douglass?

Mr. Wroblewski responded, the road was conceived as we made plans to take down Douglass.

Trustee Struthers clarified, but it was only in the context of Douglass being demolished because it runs right through the middle of Douglass Hall.

Mr. Wroblewski responded, correct.

President Baker clarified, the road couldn't be shifted over to align with the one that was going to the Convocation Center because it would have taken out the entrance to Stevenson. It had to stay where it is
so that it would be safe for students coming in and out of the building. So that gets you to that stop sign and then the plan was to make this curve to do the alignment that's proposed here, but because of the timing of the Federal funding it couldn't all be tied into one the project.

Chair Butler asked, what would the impact of the motion be from the architect and engineering side? Is it the current plans to use the same firms or have they already done the design work? Is this just a matter now of the approval of the funds to actually do the construction?

Mr. Wroblewski responded, we needed permission from the Board to even begin the work with IDOT. So we have not spent any money except that the engineer that we had for the original section of the road provided us with the conceptual estimate that we're asking for approval of. The answer is no we haven't really started any work and IDOT has informed us, actually this week, that we'll need to go through what's called a qualification base selection and select an engineer to do the remaining portion of the work because IDOT will control, even though half of it is our funds, they're going to control the entire project.

Trustee Murer noted, I would ask Trustee Struthers to perhaps consider the fact if we had such a motion that specifically requested that we exempt and not include the original engineer, and given your response that they had identified the problem, provided a solution, client decided under good judgment not to move forward; that if it were in a public statement in a motion that is transcribed and available to the public, I would think that would reflect badly on that engineering firm and unnecessarily. They should go through the motions and go through the process as normally as anyone else and for us to have a motion to exclude them I feel is deleterious to them unnecessarily.

Trustee Struthers responded, fair statement. Let me clarify, will the bid for the engineering be a competitive bid? Will we put that out for a competitive bid?

Mr. Wroblewski responded, yes it would be. It's also necessary to state that excluding a vendor would violate procurement rules and we would not be allowed to do that.

Trustee Struthers amended his motion and Trustee Butler agreed.

Chair Strauss called the motion, in that case, what we would have in front of us is motion to amend to replace the $550,000 project budget with $440,000. The motion carried.

Chair Strauss continued, now we're back to the main motion as amended. Is there any further discussion on the main motion with the amendment to recommend that the figure of $550,000 be stricken and replaced with $440,000? Chair Strauss called for a roll call votes.

Trustee Robert Boey: yes   Trustee John Butler: yes
Trustee Wheeler Coleman: yes   Trustee Robert Marshall: yes
Trustee Cherilyn Murer: yes   Trustee Tim Struthers: yes
Trustee James Zanayed: yes   Board Chair Marc Strauss: no

The motion passed.

Chair Strauss commented, for the same reasons I voted against this in the committee I'll vote no today as well. That motion carries. Let's move on to 9.b.10 please.

**UNIVERSITY REPORTS FORWARDED BY THE BOARD COMMITTEES**

*Agenda Item 9.b.(1) – Annual Report on the Outcomes of Sabbatical Leaves – Consent Agenda*

*Agenda Item 9.b.(2) – Faculty Presentation on Sabbatical Leave – Consent Agenda*

*Agenda Item 9.b.(3) – Presentation on Assessment of Student Learning at NIU – Consent*
Agenda

Agenda Item 9.b.(4) – Quarterly Summary Report for Transactions in Excess of $100,000— Consent Agenda

Agenda Item 9.b.(5) – Periodic Report on Investments– Consent Agenda

Agenda Item 9.b.(6) – Quarterly Financial Summary— Consent Agenda

Agenda Item 9.b.(7) – Update on Enterprise Risk Management Initiatives— Consent Agenda

Agenda Item 9.b.(8) – Update on Governor’s Executive Order 15-09 and Statement of Economic Interest— Consent Agenda

Agenda Item 9.b.(9) – Constitutional Rights, Responsibilities, Privileges and Obligations Proposed Freedom of Expression Policy— Consent Agenda

Agenda Item 9.b.(10) – State Report

Mike Mann reported, there have been several major developments since I last spoke to the Legislative Affairs and Research Committee. If I may, I'd like to refer to page 70 in your materials so that I can update you on a couple of pieces of legislation we discussed in February and then I would also update you on what's been happening this week. At our last committee meeting, I focused on three pieces of legislation and I will update you. Senate Bill 2043 was the so called higher education bill that contained no funding for public universities. It was dubbed the MAP bill even though it included funding for MAP and community colleges. Since we last met, that bill was vetoed by the Governor, the Senate overrode that veto and then the House failed to override the Governor’s veto so that bill has been stopped in its tracks. The other two pieces of legislation, House Bill 4539 which funded NIU at a 20% cut, and Senate Bill 2269 which funded NIU at FY15 appropriation levels. Those are both still on first reading, and not moving. However, two weeks ago the House approved House Bill 2990 which would fund NIU at $85.2 million. It's a 6.5% reduction from our FY15 final appropriation. It's the same amount of funding that was proposed and vetoed for us last May. In fact if you look at the table on page 71, and you look at the column that says vetoed, you see for Northern the funding level of $85,171,700. That's the same level of funding that's included currently in House Bill 2990. As I said, the House approved that two weeks ago, it has moved to the Senate. The language from that bill was cut and pasted into Senate Bill 2059 and included in Senate Amendment One. That measure was approved yesterday by the Appropriations 1 Committee. Today I will be monitoring the situation the best I can but there is the expectation that the Senate will act on that bill today. Again, that includes funding for several human service agencies, Monetary Award Program at $397 million, and the public universities at this 6 1/2 percent cut. There are indications that the Governor would very likely veto measure citing the lack of appropriate revenues to support this type of legislation. However, I would note that when this bill first passed the House, it received 70 votes on the initial vote and if there were an override situation it would only require 71 votes. There are rumblings that if this measure were vetoed there might be enough will to override the veto in both the House and Senate. Now I would like to just note that the Comptroller is currently sitting on 50,000 unpaid vouchers totaling about $7 billion. It doesn't seem fair that since we're in the ninth month of the fiscal year without a budget that we would have to justify a budget by identifying revenues to support funding that we desperately need, but that's kind of the situation we find ourselves in now. There has not been a lot of discussion about revenues i.e. tax increases, but we are hearing that now that the primary elections have been held earlier this week that the focus will be on a tax proposal of some sort and we may at some point find ourselves in the position of being asked whether or not we support revenue increases as a means of supporting a budget for higher education.


Agenda Item 9.b.(12) – Sponsored Programs Administration— Consent Agenda

NIU Board of Trustees

June 16, 2016

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Agenda Item 9.b.(13) – Research in the College of Education– Consent Agenda

ITEMS DIRECTLY FROM THE PRESIDENT

Agenda Item 9.c.(1) – Honorary Degree Recommendations
President Baker began, we had two outstanding recommendations for the honorary doctorate. Dr. James R. Fruchterman was nominated by Professor Gaylen Kapperman. Dr. Fruchterman is a world expert on literacy, human rights and environmental sustainability. He’s worked extensively in the disability and technology community working with the blind, working to convert content of printed pages into audible text. He founded a non-for-profit Benetech. Ventures under Benetech include Bookshop, which provides accessible books for individuals who have no access to printed materials, and 3-D modeling for an array of educational applications to enhance the educational experience for blind students. He’s provided drinking water in South America through his organizations and used technical skills to help humanitarian organizations. He’s well thought of, a visionary working with interdisciplinary solutions to complex issues. He’s a MacArthur Fellow and is a model of innovation, social justice, and interdisciplinary problem solving. His nomination is also supported by Dean Laurie Elish-Piper in the College of Education. An excellent nominee we believe.

President Baker continued, the second nominee is Dr. Eboo Patel who actually lives in Chicago. He was nominated by the NIU Interfaith Committee. Dr. Patel has emerged as a leading authority on interfaith relationships in the United States. US News and World Report named him as one of America’s best leaders in 2009. He’s the founder and president of the Interfaith Youth Core, a Chicago based organization, building the field of interfaith leadership particularly on college and university campuses. He’s written a number of books. Our First Year Experiences has used one of those books called Acts of Faith and it’s won a number of awards and was a very effective learning tool for two years with our First Year Experience. He’s a columnist for the Washington Post, US Today, Hovington Post, NPR Sojourners, and The Chronical of Higher Education, CNN. He’s very well respected across the country. Dr. Patel served on President Obama’s Inaugural Advisory Council of the White House Office of Faith Based and Neighborhood Partnerships and holds a doctorate degree from Oxford University where he was a Rhodes Scholar. We would recommend that both of these individuals be approved for honorary doctorates in human letters.

Chair Strauss called for a motion. Trustee Murer so moved and Trustee Boey seconded. The motion passed.

Agenda Item 9.c.(2) – Appointment of Dean, College of Education

President Baker asked Provost Freeman to present the next two items on the agenda.

Provost Freeman began, I think it’s very important to recognize that despite the budget impasse, despite some of the morale issues, we are an excellent university and we have the capability of attracting talent and excellent leadership to our academic colleges. The first item 9.c.2 is the appointment of a Dean for the College of Education. Following a national search, Dr. Laurie Elish-Piper has accepted an offer to be the Dean of NIUs College of Education. Dr. Elish-Piper is well known to us. She’s a Distinguished Teaching Professor and Presidential Engagement Professor in NIUs Department of Literacy and Elementary Education. She teaches graduate courses in Literacy Assessment and Instruction, Adult Literacy and Literacy Research. She’s the Director of the Jerry Johns Literacy Clinic and Co-Director of the Center for Interdisciplinary Study of Language and Literacy. She has served as a Presidential Advisor and also as an Acting Deputy Provost in her time at NIU. I want to point out that the feedback that I have gotten from the college and alumni of the college since this announcement was made publically has just been astounding. I have heard from alumni, from cabinet members, from deans, from department heads, from faculty, from staff and from students thanking me for helping them bring such an excellent leader to the College of Education and thanking me for demonstrating that someone who has emerged as excellent as a teacher, scholar and leader at NIU stacks up so positively in a national search. The recommendation to the Board
from the President is that Dr. Laurie Elish-Piper be appointed Dean of the College of Education effective July 1, 2016.

Chair Strauss called the motion and Trustee Boey so moved. Trustee Butler seconded the motion. The motion passed.

**Agenda Item 9.c.(3) – Appointment of Dean, College of Business**

Provost Freeman continued to agenda item 9.c.3, the appointment of a dean for the College of Business. Following a national search, Dr. Balaji Rajagopalan has accepted an offer to be the Dean of the NIU College of Business. He’s recommended for the appointment at the rank of professor with the tenure in the Department of Operations, Management and Information Systems. Dr. Rajagopalan is the current head of the Black School of Business at Penn State University Campus at Behrend. As a leader of that school, he has oversight for an operational budget of approximately $19 million, an endowment of approximately $33 million supporting five endowed chairs, student scholarships, and accreditation by the AACSB. Some of the accomplishments that led the search committee on the campus to overwhelmingly support Dr. Rajagopalan as the first choice to be the dean of the College of Business was his history of strategically positioning the MBA at Penn State as a hybrid delivery program. His documented history of strengthening collaboration with the schools of engineering and business to grow interdisciplinary studies majors and his history of hiring outstanding faculty from top tiers university while also increasing diversity noting that 70% of the faculty he hired at Penn State increased the diversity of the college of business. I am pleased to recommend this excellent candidate by forwarding the President’s recommendation that Dr. B Rajagopalan be appointed the Dean of the College of Business with rank of professor with tenure in the Department of Operations Management and Information Systems effective July 1, 2016.

Chair Strauss called the motion and Trustee Marshall so moved. Trustee Coleman seconded the motion. The motion passed.

**10. CHAIR’S REPORT NO. 74**

**Agenda Item 10.a. – Proposed Administrative Leave Policy**

Chair Strauss indicated there are three items on his report today. The first of which is the proposed administration leave policy item 10.a on the agenda.

Chair Strauss asked for a motion to approve. Trustee Murer so moved and Trustee Butler seconded.

Trustee Butler added, there was one issue I would like to address which is the original committee discussion included a desire for this motion to include a clause that indicated that the Board reserves the right to approve the policy as appropriate. This is a University level policy that we are asking the University to create, but I wanted to see if I can amend the motion to add the end of the #2 perhaps a semicolon, “the board reserves the right to approve the policy as appropriate”, which would mean that if there were significant role for the Board in the execution of the policy we would formally be asked to approve the policy or we would at least see it and have the right to have some discussion and possibly change the policy and I would like to make a motion for an amendment.

Trustee Boey seconded the motion, followed by discussion.

Trustee Coleman asked for a repeat of the amendment.

Trustee Butler clarified, the amendment would perhaps be a semicolon at the end of University in #2, and it would add “the board reserves the right to approve the policy as appropriate.”
Chair Strauss asked all those in favor of the amendment? Chair Strauss indicated that the amendment is approved, and now we’ll return to the main motion. Any discussion on the main motion?

Trustee Murer began, I just wanted to make note to commend Trustee Butler on what appears to be a significant body of work and all of those who were involved in addressing these issues. It is really important that this structure was clearly identified in writing in a policy and that that policy has been reviewed as timely as we are doing it now. I also agree with the amendment that the Board should have that final responsibility to make any amendments. Also, this work is very timely, it’s substantive, reflects great thought and input by many and I feel is a move in the right direction for us.

Trustee Butler commented, this is largely the work of the Office of the General Counsel and the President’s Cabinet. There was a lot of thought that went into this. The committee made very little change to this, but I very much appreciated the extremely significant and substantial discussion that we had on this issue.

Chair Strauss called the motion and the motion carries.

**Agenda Item 10.b. – Proposed Disclosure of Interest Bylaw Amendments (Conflict of Interest)**

Chair Strauss indicated 10.b is the proposed disclosure of interest bylaw amendment. The recommendation here is a little more complicated due to the fact that the process that we have for amending bylaws has a requirement that the amendment in writing be presented to the Board three days in advance of the meeting. In this case, the amendment did not get out three days before. That has led to the recommendation which is that the University requests approval from the full Board of Trustees for the first reading of the proposed disclosure of interest bylaw amendment and suspension of the bylaws by an affirmative vote of six members of the full Board pursuant to Article 10 of the bylaws in order to have the second reading and final approval of the proposed disclosure of interest bylaw amendment at the March 17, 2016 Board meeting. Approval for the elimination of the board’s separate conflict of interest policy and delegation of authority to the President for the creation and implementation of an appropriate disclosure of interest policy for persons not covered by the proposed bylaw amendment. The activity behind the preparation of this recommendation arched over several meetings of the Ad Hoc Committee on Governance and considerable discussion, and the minutes of those meetings were timely provided to the members of this Board. The contents should come as no surprise although I don’t ordain that the Board will see fit to waive the second reading, but I wanted to make explicit the full nature of what you’re being asked to consider today. Can I have a motion consistent with the recommendation to take those actions?

Trustee Butler so moved and Trustee Struthers seconded. The motion carried.

**Agenda Item 10.c. – Proposed Amendments to Board Regulations Related to Commodities and Sponsored Projects Authorization Levels**

Chair Strauss continued, the last item is proposed amendments to Board Regulations related to commodities and sponsored projects authorization levels. This matter also has received considerable discussion and numerous changes before the Ad Hoc Committee on Governance. Minutes of those have been provided on subsequent occasions as well. The recommendation is that given that this matter has been thoroughly discussed by the Ad Hoc Committee on Governance and that immediate action on this matter poses no harm to the University, but to the contrary, clarifies purchasing exemption guidelines and strengthens the university’s ability to successfully pursue sponsored research and grant opportunities. The University seeks Board approval of the proposed revisions to the Board Regulations as detailed in the printed item furnished to you. The University also requests that the Board suspend the Regulations requirement to post notice of the intention to amend the regulations at least three days prior to a meeting. Can I have a motion to that effect please? Trustee Butler so moved and Trustee Marshall seconded. The motion carried.
Meeting closed at 10:30 a.m.

11. CLOSED SESSION

Chair Strauss asked for a motion to close the public meeting to conduct a closed session to discuss the following subjects authorized by the Illinois Open Meetings Act as amended: personnel matters as generally described under Sections 2,c,1, 2, 3, and 21 of the Open Meetings Act, collective bargaining matters as generally described under section 2,c,2 of the Open Meetings Act, litigation and risk management matters as generally described under sections 2,c,11 and 12 of the Open Meetings Act. Trustee Butler so moved, seconded by Trustee Coleman. A roll call vote of the Trustees to recess to Closed Session was as follows:

- Trustee Robert Boey: yes
- Vice Chair John Butler: yes
- Trustee Wheeler Coleman: yes
- Trustee Robert Marshall: yes
- Trustee Cherilyn Murer: yes
- Trustee Tim Struthers: yes
- Trustee James Zanayed: yes
- Board Chair Marc Strauss: yes

The meeting is now closed and will re-open at the conclusion of the closed session in approximately 2 hours. The Board adjourned for closed session at 10:30 a.m.

The Board of Trustees of Northern Illinois University reconvened on March 17, 2015, at 2:15 p.m. Chair Strauss announced they were reconvening after the closed session and asked for a roll call.


12. PRESIDENT’S REPORT NO. 104 (CONTINUED)

Agenda Item 12.c.4. – Update and Amend Supplemental Retirement Plans

Chair Strauss noted, following the closed session we’ve reconvened in order to address agenda item 12 in President’s Report No. 104 which is an update and amendment to supplemental retirement plans. Chair Strauss asked General Counsel Blakemore to make the presentation.

General Counsel Blakemore continued, this is actually a three part proposal on behalf of the university with respect to the IRS 403b and 457 plans. I would recommend to the Board that they take each of these items individually and I will give all three and then request that the Chair entertain motions with respect to them. First the university proposes that the Board adopt a retirement plan committee charter under which the Board delegates administrative and investment responsibilities to the University for the university supplemental plans under sections 403b and 457 of the Internal Revenue code. The charter committee would be appointed by this Board, and specifically, the Board would be appointing to the committee the Executive Vice President and Provost who would serve as chair, the Vice President for Administration and Finance, and the Senior Associate Vice President for Human Resources. That is one recommendation from the university.

General Counsel Blakemore continued, a second recommendation from the University is that in addition the Board adopt a Northern Illinois University deferred compensation plan effective July 1, 2013. The Internal Revenue code now requires that such plans be in writing and we would be complying with that and related IRS rules with respect to the 457 plan. Finally, the University recommends that you adopt Amendment Number One to the existing University 403 supplemental retirement plan, to add language required by the IRS to address the suspension of required minimum distribution in 2009. This change is technical, not substantive, there’s no action. This action will not change anything that has been done, but it will bring us
into compliance with the IRS regulation. I have distributed to you each of the documents related to these three items for your consideration.

Chair Strauss called for a motion to approve the NIU Retirement Plan Committee Charter under which the Board delegates administrative and investment responsibility of the university supplemental retirement plans under sections 403b and 457f of the Internal Revenue Code to a committee which would be composed of the Executive Vice President and Provost, the Vice President for Administration and Finance, and the Senior Associate Vice President for Human Resources. Trustee Murer so moved and Trustee Butler seconded. The motion carried.

Chair Strauss called for a motion to accept the NIU 457(f) Plan effective July 1, 2013. Trustee Butler so moved and Trustee Marshall seconded. The motion carried.

Chair Strauss called for a motion to approved Amendment Number One to the NIU Supplemental Retirement Plan Internal Revenue Code Section 403(b). Trustee Murer so moved and Trustee Butler seconded. The motion carried.

13. OTHER MATTERS

No other matters were discussed.

14. NEXT MEETING DATE

The next meeting of the BOT Committee will be on Thursday, May 19, 2016, at 9 a.m.

15. ADJOURNMENT

Chair Strauss asked for a motion to adjourn. Trustee Marshall so moved and Trustee Butler seconded. The motion was approved. Meeting adjourned at 2:25 p.m.

Respectfully submitted,

Kathy Carey
Recording Secretary

In compliance with Illinois Open Meetings Act 5 ILCS 120/1, et seq, a verbatim record of all Northern Illinois University Board of Trustees meetings is maintained by the Board Recording Secretary and is available for review upon request. The minutes contained herein represent a true and accurate summary of the Board proceedings.
CALL TO ORDER AND ROLL CALL

The meeting was called to order at 2:28 p.m. by Chair Marc Strauss in the Board of Trustees Room, 315 Altgeld Hall. Recording Secretary Kathleen Carey conducted a roll call. Members present were Trustees Robert Boey, John Butler, Robert Marshall, Tim Struthers, and James Zanayed. Members absent Trustees Wheeler Coleman and Cherilyn Murer. Also present: President Doug Baker, Board Liaison Mike Mann, General Counsel Jerry Blakemore, and Executive Vice President and Provost Lisa Freeman, Vice President Al Phillips.

VERIFICATION OF QUORUM AND APPROPRIATE NOTICE OF PUBLIC MEETING

General Counsel Blakemore indicated the appropriate notification of the meeting has been provided pursuant to the Illinois Open Meetings Act. Mr. Blakemore also advised that a quorum was present.

MEETING AGENDA APPROVAL

Chair Strauss asked for a motion to approve the meeting agenda. Trustee Butler so moved and Trustee Boey seconded. The motion was approved.

CHAIR’S COMMENTS/ANNOUNCEMENTS

There were not additional comments or announcements.

PUBLIC COMMENT

General Counsel Blakemore indicated that there was one request for public comment by Mike Pittsley.

Speaker Mike Pittsley: Actually I was just driving down the street. I’m sort of happy today my daughter got accepted into Speech Pathology (at another university) which is a very demanding program, but I’m kind of disappointed in my alma mater. My kids are third generation NIU students. My mother got her master’s degree in nursing here. I graduated in 1976. I probably have been involved longer than everybody but maybe Tim because he was actually my first loan officer. After I was in business for myself, Tim called and said would you please bring your car in, you’re not making your payments. Believe me; I’ve been around here for a very long time. I can say now I’ve always said that NIU is my family. Dr. Boey is my neighbor. I live down the street. He thinks that we have so many cars - I live next to the pink house. But Marc, Jerry and I have been on committees together so I kind of know everybody here. I came here to talk to President Baker and I saw the door open and I asked if I could come in here and just see what was going on. So anyway my daughter got accepted into two universities, Northern Arizona, she’s a straight A student; Northern Arizona and Midwestern University. Two years she’s been on the wait list at NIU. I’m a great supporter of NIU, but do you know how it leaves a bad taste in your mouth when you’re third generation and you can’t get into your alma mater and you kid’s got straight A’s. That’s why I’m here. Let’s do a different business model. The university needs more money. Why don’t you raise tuition on these programs that are in high demand? Right now I’m going to be paying $30,000 a year for a program I could get in here. I didn’t come in here to speak to you, but I came in here because I’m not a happy alumni and I do donate to the university every year and I call them my family so I feel like I’m getting stabbed in the back for my support.

Mr. Pittsley continued, I came to talk to President Baker and I went there and asked to have an appointment with Doug and they said we don’t give appointments unless we know the topic and I said well, just have him call me. I’m not going to give you my topic because I don’t want to give you my topic. Now I
can express to you that I am involved with the university. We rent 700 apartments to college kids. I probably rent to 2000 college students every year. I know what’s going on in the university. I know the pulse of the university. I think I can help the university.

Chair Strauss responded, we appreciate your interest in taking the time to come in to talk to us.

Mr. Pittsley continued, when I came here, I didn’t know there was a meeting going on but I did see the signs out front there on the parking meters where my flashers are going, it said Marc Strauss, Tim Struthers, so I just figured I’d stop in and say hello. Thank you very much.

Trustee Boey responded, thank you for the chance to come and talk to us.

Trustee Struthers asked, I’d be interested in knowing the facts behind that. Not that I could solve anything but this is a pretty raw, a pretty real situation. This is a real situation with real people and we should be small enough to kind of feel this. We should be stinging too in my opinion.

Mr. Pittsley responded, I’m just saying as an alumnus, I’m going I don’t want to donate anymore to that university. But my kid deserved to go here, I believe my kid deserved it. She got straight A’s.

Trustee Marshall asked, I believe we’ve had some discussion on the issue of legacy and students. Perhaps there’s some additional conversation that may take place. I’m not totally familiar with our legacy, but I know that it’s been mentioned.

Mr. Pittsley noted, I volunteered my time to the school this week for ethics in business and one of the students that was there is in the CPA program. I asked for detailed on how to get accepted into the CPA program? He said if you’re an NIU alum you get sort of preference to get into the program. I don’t have to take the CPA test to get into the program. We’re above that. We get accepted. So I don’t know why your other programs might not have that same. We got someone that we know that does well, that pays their tuition, that’s a good community member. Maybe they would have that same type of acceptance into the university.

Chair Strauss responded, again, I want to thank you for taking the time to come speak to us and I do understand the personal pain involved.

Mr. Pittsley added, you know I poked you last year and I maybe have spoken to Tim about this topic and I don’t think I mentioned it to Jerry or anything like that but it’s been bugging me so I figured I might as well just talk to you guys.

Trustee Boey and Trustee Struthers thanked Mr. Pittsley for coming.

**PRESIDENT’S REPORT NO. 102**

**Agenda Item 6.a. Dean, College of Visual and Performing Arts**

Chair Strauss noted, we have one action item on our agenda today. Provost Freeman will present this item.

Provost Freeman began, I’m pleased to come before the Board today and ask for approval of the appointment of the Dean of the College of Visual and Performing Arts. Following a national search, Professor Paul Castle has accepted an offer to be that Dean. He’s recommended concurrently for the appointment at the rank of Professor with tenure in the School of Theater and Dance. Professor Castle is currently a Professor of Theater Arts in the State University of New York at New Paltz. For those of you who are unfamiliar with that institution, it’s an excellent comprehensive university in the State University of New York system and its most known for its School of Fine and Performing Arts. Their metal work program is actually ranked third nationally and the school is in the top 100 if not the top 75. Professor Castle
previously served SUNY New Paltz School of Fine and Performing Arts as Associate Dean and Interim Dean. In that capacity he was very active in creating new interdisciplinary programs, public private partnerships, community arts programs and performing arts events. He’s a noted scholar and has written a text book. He’s performed extensively off-Broadway, and is member of Actor’s Equity and Screen Actors Guild. He holds a bachelor of fine arts in theater and communications from Miami University and a master of fine arts from Florida State University, Asolo Conservatory for Actor Training. I recommend Board approve the appointment of Professor Paul Castle as Dean of the College of Visual and Performing Arts.

Trustee Butler so moved and Trustee Struthers seconded.

Trustee Butler asked, can you describe how do you determine the recommendation for tenure so quickly? Provost Freeman responded, because we are very prudent stewards of the university resources when we’re doing an executive search, we instruct the search committees to insure that every candidate that’s considered at the semi-finalist stage and the finalist stage has the credentials appropriate for tenure in their department within the college. To that end, if there is any question, an anonymized version of that candidate’s CV is taken to the Departmental Personnel Committee for inspection before a candidate is even considered as a semi-finalist. We don’t bring anyone to campus unless we know for sure that they are tenure-able in their home department. Once we have a candidate with whom we are negotiating, we ask the Department Personnel Committee and the Department Chair to go through the process that’s necessary for approval at that level. As you know, we approve tenure administratively and with a faculty voice at every level. The first approval comes at the level of the Faculty Departmental Personnel Committee and the Chair. The next one comes at the Dean and the College Council. Because these things are time sensitive the Dean, Chair and DPC work very quickly. They can vote by e-mail so it can happen quickly because they’ve all seen credentials before or the credentials have been pre-vetted. Once it’s approved with unanimity at the level of the college and department, by both the Dean and Department Chair on the administrative side and the Personnel Committee and the College Council on the college side, the recommendation that comes to the Provost and to the University Personnel Committee, the UCPC, it comes as an information item because unless there’s a process error the Provost and UCPC do not overturn unanimous recommendations for tenure. In the cases of all of these deans we were able to make a phone call, or a couple of phone calls on a Monday, and have the tenure recommendation in place by Wednesday because that’s really needed to close the deal. Thank you for asking and allowing me to clarify that.

Chair Strauss noted, I have a motion and a second. Is there any other discussion? Seeing none, all those in favor? Motion Carried

OTHER MATTERS

No other matters were discussed.

NEXT MEETING

The next meeting of the BOT Committees is scheduled to begin on Thursday, May 19, 2016, 9 a.m. The next regular BOT Meeting is scheduled for Thursday, June 16, 2016, 9 a.m.

ADJOURNMENT

Chair Strauss asked for a motion to adjourn. Trustee Butler so moved and Trustee Boey seconded. The motion was approved. Meeting adjourned at 2:39 p.m.

Respectfully submitted,

Kathleen Carey
Recording Secretary

In compliance with Illinois Open Meetings Act 5 ILCS 120/1, et seq, a verbatim record of all Northern Illinois University Board of Trustees meetings is maintained by the Board Recording Secretary and is available for review upon request. The minutes contained herein represent a true and accurate summary of the Board proceedings.
## Agenda Item 8.a.

### Action

June 16, 2016

**RECOMMENDATIONS FOR FACULTY PROMOTIONS, TENURE, AND PROMOTIONS WITH TENURE FOR 2016-2017**

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**Tenure and Promotion from Assistant Professor to Associate Professor**

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**Tenure and Promotion from Assistant Professor to Associate Professor (cont.)**

<table>
<thead>
<tr>
<th>NAME</th>
<th>COLLEGE/DEPARTMENT/SCHOOL</th>
</tr>
</thead>
<tbody>
<tr>
<td>Hao Phan</td>
<td>University Libraries</td>
</tr>
<tr>
<td>James Ressler</td>
<td>Kinesiology and Physical Education</td>
</tr>
<tr>
<td>Karen Samonds</td>
<td>Biological Sciences</td>
</tr>
</tbody>
</table>
Alicia Schatteman  
S. Adam Seagrave  
Ursula Sullivan  
Bart Woodstrup  

<table>
<thead>
<tr>
<th>Name</th>
<th>Early</th>
<th>School/Department</th>
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<tbody>
<tr>
<td>Public Administration</td>
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<tr>
<td>Political Science</td>
<td></td>
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<tr>
<td>Marketing</td>
<td></td>
<td></td>
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<tr>
<td>School of Art and Design</td>
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**Tenure at Associate Professor**

<table>
<thead>
<tr>
<th>Name</th>
<th>Early</th>
<th>School/Department</th>
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</thead>
<tbody>
<tr>
<td>Andreas Glatz</td>
<td></td>
<td>Physics</td>
</tr>
<tr>
<td>Yolanda King</td>
<td></td>
<td>College of Law</td>
</tr>
</tbody>
</table>

**Promotion to Associate Professor without Tenure**

<table>
<thead>
<tr>
<th>Name</th>
<th>College of Law</th>
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<tbody>
<tr>
<td>Michael Oswalt</td>
<td></td>
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</tbody>
</table>

**Hired as Professor with Tenure**

<table>
<thead>
<tr>
<th>Name</th>
<th>July 1</th>
<th>Chemistry and Biochemistry</th>
</tr>
</thead>
<tbody>
<tr>
<td>Ralph Wheeler</td>
<td></td>
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**Recommendation:** The University recommends that Academic Affairs, Student Affairs and Personnel Committee endorse this request and ask that the President forward it by means of the President's Report to the Board of Trustees for approval at its meeting on June 16, 2016.
REQUEST FOR NEW DEGREE PROGRAM

All new degree programs require the approval of the Board of Trustees and the approval of the Illinois Board of Higher Education. This new program request has received all of the required curricular approvals at the department, college, and university levels, and the concurrence of the provost.

B.F.A Dance Performance

Description: The University seeks approval for a Bachelors in Fine Arts (BFA) degree program in Dance Performance to be offered on campus. This program will be housed in the School of Theater and Dance within the College of Visual and Performing Arts.

Overview and Rationale: This request stems from a recommendation from the National Association of Schools of Theater (NAST), the accrediting body for the BFA in Theater Arts. During the last accrediting review, NAST suggested that since forty-seven percent of the content taught in the BFA in Theater Arts, Emphasis 3. Dance Performance is not content related to Theater Arts (and only twelve percent of the content is in the area of Theater Arts), the university should create a stand-alone BFA in Dance Performance and seek accreditation from the National Association of Schools of Dance (NASD).

While driven by accreditation recommendations, the faculty in the Dance Performance area concur with this recommendation and predict that this change will help in recruitment and retention of students. Emphasis 3. Dance Performance has been a viable program at NIU since its inception in 1980. However, often the university is ineligible to attend college dance recruiting events because the current BFA exists in theatre arts and not dance performance. A stand-alone BFA in Dance Performance would enable the university to compete for students at these events and would raise the external reputation of Dance Performance at NIU, thereby resulting in stronger recruitment and retention of faculty in this area too.

Costs: No new resources are needed.

Recommendation: The University recommends that the Academic Affairs, Student Affairs, and Personnel Committee endorse this request and asks that the president forward it by means of the President’s Report to the Board of Trustees for approval at its meeting on June 16, 2016.
REQUEST FOR NEW DEGREE PROGRAM

All new degree programs require the approval of the Board of Trustees and the approval of the Illinois Board of Higher Education. This new program request has received all of the required curricular approvals at the department, college, and university levels, and the concurrence of the provost.

M.S. in Athletic Training

Description: The University seeks approval for a Master of Science (M.S.) in Athletic Training degree program to be offered on campus. This program will be housed in the Department of Kinesiology and Physical Education (KNPE) within the College of Education.

Overview and Rationale: In May, 2015, the athletic training profession, via the Strategic Alliance (a compilation of the National Athletic Trainers Association (NATA), Commission on Accreditation of Athletic Training Education (CAATE), Board of Certification, and NATA Research and Education Foundation) made the decision to change the professional degree in athletic training from the Bachelor’s level to the Master’s level. The faculty in NIU’s undergraduate athletic training program has, therefore, been working to substantively change the current B.S. in Athletic Training program profile to shift to offering the athletic training professional degree at the Master’s level. There are currently no Master of Science in Athletic Training programs in the State of Illinois so the creation of one at NIU would give the university a competitive advantage as the field moves to this new standard. Students currently in the B.S. program would be assisted to complete their degrees but the last new student cohort in this program would be admitted in fall of 2018. If the M.S. in Athletic Training program is approved, the university will seek accreditation from the Commission on Accreditation of Athletic Training Education and prepare to accept students into the new program in fall 2019.

Costs: No new resources are needed.

Recommendation: The University recommends that the Academic Affairs, Student Affairs, and Personnel Committee endorse this request and asks that the president forward it by means of the President’s Report to the Board of Trustees for approval at its meeting on June 16, 2016.
ORAL ENGLISH PROFICIENCY ANNUAL REPORT 2014-2015

The governing boards of Illinois public institutions are required by Public Act 84-1434 (110 ILCS 685/30-70) to take appropriate steps to ensure the oral English language proficiency of all individuals who provide classroom instruction. In order to comply with this statute, universities are expected to implement policies and practices that verify oral English language proficiency in the delivery of classroom instruction. It is further required by NIU Board of Trustees Regulations, Section I., F., that the university maintain a record of this compliance on behalf of the Board of Trustees.

Northern Illinois University has taken a series of steps to make certain that classroom instruction is not affected by lack of English proficiency. Graduate teaching assistants whose native language is not English, and who are engaged in oral instruction in the classroom, must have achieved a score of at least 50 on the nationally standardized Test of Spoken English (TSE), or its equivalent (unless the language of instruction is not English). The university offers assistance for instructors and faculty to improve their oral English proficiency beyond the minimum requirement. This is done through clinics in two departments: 1) the English as a Second Language (ESL) Clinic in the Department of English; and 2) the Speech, Language and Hearing Clinic in the Department of Allied Health and Communicative Disorders. These efforts have resulted in a decline in the number of student complaints related to oral English proficiency.

The oral English proficiency requirement of the State of Illinois is clearly communicated in several university publications, including the Student Handbook, the Undergraduate Catalog, and the Graduate Catalog. The university also takes advantage of its orientation programs and its university-wide orientation course (UNIV 101) to inform students about NIU’s policy on oral English proficiency. Included in these announcements of the policy is the procedure by which students can communicate any complaints.

All academic departments are asked annually to document student complaints regarding English proficiency and the corrective actions that were taken to remedy the problem. All student complaints are investigated and prompt action is taken as appropriate. Of the 48 departments that were requested to provide information on ESL, no complaints were received.

The departmental reports are kept on file in the Office of the Provost.
Northern Illinois University

COMPLAINTS REGARDING ORAL ENGLISH COMMUNICATION
OF INSTRUCTIONAL PERSONNEL

Academic Year 2014-2015

No complaints were reported

<table>
<thead>
<tr>
<th>Complaint Number</th>
<th>Departmental Unit</th>
<th>Professional Status of Instructional Person</th>
<th>Resolution</th>
</tr>
</thead>
<tbody>
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**Recommendation:** The University recommends that the Academic Affairs, Student Affairs and Personnel Committee accept the annual report of the University on its compliance with Public Act 84-1434 and ask that the President forward it by means of correspondence to members of the Board of Trustees at its meeting on June 16, 2016.
FISCAL YEAR 2017 UNIVERSITY OUTREACH EDUCATION CENTERS CATERING SERVICES CONTRACT RENEWALS

Summary: NIU Naperville requests permission to purchase catering services for clients renting the Education Centers (Naperville, Hoffman Estates, and Rockford) for the period July 1, 2016 – June 30, 2017. The vendors will provide meals for breakfast and lunch for clients renting the education centers for events, seminars, meetings, etc. Clients renting the education centers charge a fee for events (and meals, if provided). A portion of that fee allows the university to recover the full cost of that catering. This is the fourth year of five, one-year renewal options based on a proposal opened on March 20, 2012. The renewal awards will be advertised in the Illinois Procurement Bulletin.

Funding: Institutional – Local Funds

Recommendation: The University requests Board of Trustees approval of expenditure authority for FY17 as follows:

<table>
<thead>
<tr>
<th>Vendor</th>
<th>Location</th>
<th>Amount</th>
</tr>
</thead>
<tbody>
<tr>
<td>Mary’s Market</td>
<td>Rockford, IL</td>
<td>$85,000</td>
</tr>
<tr>
<td>Sodexo</td>
<td>Lisle, IL</td>
<td>$420,000</td>
</tr>
<tr>
<td>My Chef</td>
<td>Naperville, IL</td>
<td>$200,000</td>
</tr>
<tr>
<td><strong>Total</strong></td>
<td></td>
<td><strong>$705,000</strong></td>
</tr>
</tbody>
</table>

Amount Approved for FY16: $760,000
INTERCOLLEGIATE ATHLETICS FISCAL YEAR 2017
SECONDARY STUDENT HEALTH INSURANCE CONTRACT RENEWAL

Summary: NIU Intercollegiate Athletics requires annual secondary health insurance to meet the needs for insurance coverage for accident claims for student athletes for athletically related illnesses and injuries. This secondary insurance is required in addition to coverage that the student athletes may have through their own primary insurance. The secondary insurance product being purchased has been designed uniquely and specifically for NCAA members with the Master Policy form negotiated on behalf of the schools in accordance with NCAA regulations. This FY17 approval amount is for the NCAA Group Basic Accident Medical Program Insurance Plan, administrative fees, and aggregate deductible claims coverage, available exclusively through Ascension Benefits & Insurance Solutions/Mutual of Omaha as agent and claims administrator. This FY17 insurance coverage is renewal three of nine, one-year renewal options to be determined annually, based on a Request for Proposal that opened on July 16, 2013. The renewal award will be advertised in the Illinois Procurement Bulletin.

Funding: Institutional – Local Funds

Recommendation: The University requests Board of Trustees approval of expenditure authority for FY17 as follows:

Ascension Benefits & Insurance Solutions, Salt Lake City, UT.........................................................$315,000
(formerly known as Summit America Insurance Services)
dba Mutual of Omaha Insurance Co.

Amount Approved for FY16: $315,000
INTERCOLLEGIATE ATHLETICS FISCAL YEAR 2017
AIR CHARTER SERVICES FOR FOOTBALL TEAM

**Summary:** Intercollegiate Athletics requests permission to purchase air travel services for the NIU Football Team. The team will fly out of Rockford, IL, for games at: University of Wyoming, Laramie, WY, September 3; University of South Florida, Tampa, FL, September 10; Eastern Michigan University, Ypsilanti, MI, November 16; and Kent State, Kent, OH, November 25. A Request for Proposal will be opened on April 12, 2016, to determine vendor(s) and pricing. Once an award is made, it will be advertised in the *Illinois Procurement Bulletin*.

**Funding:** Institutional – Local Funds

**Recommendation:** The University requests Board of Trustees approval of expenditure authority for FY17 as follows:

```
Vendor to be determined...........................................................................$400,000 NTE
```

Amount Approved in FY16: $360,000
Summary: In 2015 the BOT approved an expenditure of $2.93M for the design, purchase, configuration, and installation of equipment serving three distinct aspects of the core infrastructure: wireless networking, servers, and network security appliances. Bundling these purchases saved NIU $1.47M over our standard IPHEC discount.

The wireless purchase was made in response to the expansion of wireless networking on campus and anticipates future growth in wireless as a medium-term strategy reflecting both student and employee preferences in mobile work styles. It also opens the possibility for cost savings as DoIT encourages the reduction of wired networking on campus.

The server purchases were normal refresh for our main server fleet on campus. This purchase allowed us to retire servers at or past the end of their useful life and increased DoIT's ability to prepare to move ever greater portions of our infrastructure to the cloud. The server purchase also allows us to continue our practice of moving locally managed IT equipment into our data center and manage it centrally, with benefits to security, cost, and availability. It is anticipated that this equipment, with an anticipated life cycle of five years, will be the last large scale purchase of on campus server equipment.

The network security appliances are part of the university’s need to construct a network perimeter that can survive the hostile nature of today's Internet. The university previously had effectively no secure perimeter so the cost and complexity to build this capability is a new but necessary expense as compared to IT budgets of the past.

This request, in the amount of $49,977, is to fund an overrun in the professional services costs associated with all of the work listed above. This one-time expense reflects a need to change the original design due to errors found during testing prior to go-live. Although the design flaws were not the result of NIU's errors or omissions, the effort to recover from the design flaws was performed under a time and materials contract that requires compensation for additional time spent. The amount has been aggressively negotiated with the vendor and implementation partner and represents a fair settlement. There is a possibility of additional expense associated with finishing the implementation but the amount is unknown at this time. No net new funds are being sought at this time.

Funding: Institutional – Local Funds

Recommendation: The University requests Board of Trustees approval of expenditure authority for FY16 as follows:

CDW-G – Vernon Hills, IL

<table>
<thead>
<tr>
<th>Description</th>
<th>Amount</th>
</tr>
</thead>
<tbody>
<tr>
<td>Original Approval</td>
<td>$2,935,366</td>
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<tr>
<td>Amendment</td>
<td>$49,977</td>
</tr>
<tr>
<td>New Approval Amount</td>
<td>$2,985,343</td>
</tr>
</tbody>
</table>
DOIT – NETWORK & COMMUNICATION SERVICES – VOICE TRUNKING SERVICES AND LOCAL DOMESTIC/LONG DISTANCE SERVICE AMENDMENT

Summary: The Division of IT purchases voice and data circuits from a variety of vendors in order to serve the campus need for telephones, Internet access, and other similar services. One of the vendors is Frontier Communications. Working off a 2011 bid for such circuits, NIU has an annually renewable open order for telecommunications in the amount of $295,000 per year. This five-year contract ends November 30, 2016 and will be re-bid over the summer.

Due to a billing error by Frontier, voice and data charges have been erroneously charge to a single NIU account rather than to two separate accounts for twenty two months. These charges have been paid in full by NIU but out of the open order for voice. If the vendor had billed correctly, some charges would have been invoiced to the voice account and some to the data account.

This no cost request is to increase the amount of the open order for voice services by $100,000 this year only. No new expense is incurred with the approval. The request simply recognizes that one of DoIT’s voice accounts will bear the expense of both voice and some data circuits this year due to a billing error.

Funding: Institutional – Local Funds

Recommendation: The University requests Board of Trustees approval of expenditure authority for FY16-FY17 as follows:

   Frontier North, Inc. – Sycamore, IL

   Original Approval (FY12-FY17) .................................................................$1,400,000
   Amendment ............................................................................................$ 100,000
   New Approval Amount ...........................................................................$1,500,000
FISCAL YEAR 2017 DOIT DOCUMENT SERVICES AND MATERIALS MANAGEMENT PRINTING PAPER OPEN ORDERS CONTRACT RENEWAL

Summary: The Division of Information Technology (DoIT) maintains the university’s high volume printing operation, known as Document Services. Each year Document Services, in conjunction with Central Stores, purchases stocks of paper to support its own internal printing operations, the managed copier program on campus, and the thousands of individual printers in offices throughout the campus. Collectively, NIU prints tens of millions of pages each year. The routine cost of this paper is approved by the Board of Trustees each year as an open order.

An RFP was conducted during FY15 and the winner, Lindenmeyr Munroe, was selected through a competitive process. The first year operating under the newly awarded contract was FY16 and an open order in the amount of $750,000 was approved by the Board. This year, the request is reduced by $250,000 reflecting a variety of trends on campus including a move to reduce printing and more accurate demand forecasting methods.

Demand for paper is expected to continue to decline over time, especially as a result of the Institutional Print project that was recently initiated. Through this project, NIU offices and departments will have the opportunity to reduce the total number of printers and to move to more efficient multi-function devices that, in general, provide higher speed and quality at a lower total cost per page.

Because the margin of victory during the competitive bidding process was comparatively small and the time and complexity of working through the procurement and legal processes within NIU is comparatively high, DoIT does not plan to re-bid this contract in the near future unless we see indications that there are unilateral price increases from the supplier not reflected in the broader market.

Funding: Institutional – Local Funds
Institutional – Auxiliary Funds

Recommendation: The University requests Board of Trustees approval of expenditure authority for FY17 as follows:

Lindenmeyr Munroe – Carol Stream, IL ..............................................................................................................$500,000

Amount Approved for FY16: $750,000
WASTE MANAGEMENT AND UTILITIES – FISCAL YEAR 2017
SOLID WASTE REMOVAL AND RECYCLING AT NIU DEKALB CONTRACT RENEWAL

Summary: Waste Management and Utilities requests permission to issue open orders for the removal of solid waste and recyclable materials for the period July 1, 2016 - June 30, 2017. This is the eighth year of nine renewal options based on a proposal that was opened on April 8, 2008. The renewal award was advertised in the Illinois Procurement Bulletin and has been waived by the Procurement Policy Board.

Funding: Institutional – Local Funds

Recommendation: The University requests Board of Trustees approval of expenditure authority for FY17 as follows:

Waste Management of IL Inc. – Batavia, IL........................................... $420,000

Amount approved for FY16: $420,000
SUMMARY: The Division of IT operates the core infrastructure that stores and provides backup for the university’s core data. This infrastructure is composed of several large cabinets full of disk drives with varying types and capacities. It also includes the software needed to either stitch them together to form massively large storage devices, bigger than any single hard disk that could be purchased, or to make them act as a backup solution.

Our primary storage cabinets are nearing the end of its useful life and our backup systems are already past their recommended life. A proposal to replace both sets of equipment was approved in concept but could not be funded by central Finance due to a lack of cash on hand. For the backup environment, we are now paying $190,000 per year more than the cost of buying new equipment in order to retain the hardware and software maintenance on this critical piece of infrastructure.

As with all types of enterprise hardware and software, maintenance gives DoIT access to fixes when equipment fails, the ability to apply patches to bugs as they are identified, and the right to upgrades that address security concerns or allow us to connect to network and server equipment as they are upgraded. DoIT requests that the Board of Trustees fund the maintenance of our storage and backup systems as a way of ensuring that PeopleSoft, Blackboard, and other enterprise systems can stay available as they age. This annually recurring expense does not negate the need to fund the capital expense of replacing this equipment. The Board can expect to see a $2M+ expense for the replacement as soon as central Finance can support the expenditure.

This order is exempt from advertising on the Illinois Procurement Bulletin because the vendor is a pre-approved IPHEC vendor.

Funding: Appropriated/Income Funds

Recommendation: The University requests Board of Trustees approval of expenditure authority for FY17 as follows:

CDW-G – Vernon Hills, IL

$397,000
**Summary:** The existing underground concrete steam vault south of Grant Complex is at risk of collapse and requires replacement. The manhole provides the space and critical protection for valves, condensate piping, and main steam distribution piping that connects and provides essential heating for all of Grant Complex. During routine inspections of the steam tunnel system, maintenance personnel observed that the entire underside of the concrete roof slab had delaminated and fell to the vault floor exposing severely corroded steel reinforcing bars. The structural load capacity of the roof slab is significantly reduced due to this situation and is a safety hazard for vehicles using the driveway. The area is closed and barricaded as a safety precaution.

The vault, located just south of Grant in the service driveway, was constructed in 1963. It consists of a cast-in-place concrete structure approximately 8 feet square in plan and 15 feet in height with a 30 inch square cast iron access cover. The vault is buried approximately 2 feet below the asphalt paved driveway. The vault was subject to truck traffic, winter de-icing salt, freeze thaw cycles, water infiltration, extreme temperature variations, and age which all contribute to the overall deterioration of the concrete structure. The vault is at risk of catastrophic collapse which would impact the steam supply for Grant Residential Complex.

The existing vault will be demolished and replaced with a reinforced cast-in-place concrete vault. The new vault would be expected to last at least 50 years under similar conditions. The associated valves and steam piping will be evaluated and will be replaced, as required, with new.

**Funding:** Institutional – Bond Revenue Funds – Repair/Replacement Fund

**Recommendation:** The University requests Board of Trustees authorization to proceed with design and construction activities based on a total project budget of $750,000. Design efforts will include contracting with an Architectural/Engineering firm for preparation of plans and specifications. Construction efforts may include a combination of in-house and contracted activities as necessary to complete the project.
HOLMES STUDENT CENTER - PHASE I REDEVELOPMENT CAPITAL PROJECT APPROVAL

Summary: During previous campus master planning processes, a key idea emerged to intensify and activate the campus core to be a more vibrant, lively, and interactive place. The goal was to both create an active 18-hr/7-day/week ‘heart’ for the campus community, fostering student and faculty interaction and connections, and leading to a more positive and memorable university learning experience. University leadership determined that a reinvigorated Holmes Student Center held the greatest potential to provide the catalyst for achieving these objectives by updating the existing facility consistent with current best practices for contemporary campuses.

The Board of Trustees granted approval for planning and engineering studies for the redevelopment of Holmes Student Center on June 19, 2014. Through a consult team of planners, architects, designers and engineers, hundreds of students, faculty and staff were engaged to develop concepts and priorities for the renovation efforts. Updates on redevelopment plan and concept ideas were presented to the Board of Trustees at the Finance Facilities and Operations Committee meetings held May 28, 2015 and August 6, 2015.

While further details will be contained in an accompanying presentation, the University recommends moving forward with design development based on the objectives of reinvigorating student involvement in the Holmes Student Center by initially focusing investment efforts on ground floor renovations involving a restructuring of the food and retail operations, accomplishing critical building repairs, and creating a welcoming open space for traffic flow and lounge areas. Specific details of the scope of work will be developed during the design phase and aligned with an appropriate funding strategy for the construction effort. A progress report(s) will be presented to the Board and approval will be sought prior to proceeding with solicitations for the construction phase.

Funding: Bond Series 2010 Funds – Build America Bonds

Original approval for the use of the Build America Bond Funds as submitted to the Board of Trustees, as well as the Illinois Board of Higher Education (IBHE), included $12 million for HSC Phase I work. To date this has included the College Grind project, HSC/Neptune Master Planning, and two smaller projects totaling approximately $3.2 million. Currently encumbered through the original approval process but not yet expended nor work started is the Parking Lots P & PS – Reconstruction ($1,745,000) project. Available unencumbered funds balance is approximately $18.6 million. In order to have $20 million available for this project, we are requesting this previously identified project be unencumbered and reallocated to the HSC – Phase I project. Upon approval by the Board the University will make the appropriate change request to the IBHE.

Recommendation: The University requests Board of Trustees authorization to contract with an Architectural/Engineering firm and proceed with the design phase of this project based on a total project budget of $20 million. This approval includes the authorization to unencumber Parking Lots P & PS – Reconstruction and to make the appropriate requests to the IBHE. Updates will be provided to the Board as appropriate, and once the design phase has been completed, subsequent approval of the project scope will be requested from the Board prior to proceeding with construction.
ZEKE GIORGI LAW CLINIC LEASE RENEWAL

Summary: The Zeke Giorgi Legal Clinic, located in downtown Rockford, provides legal services primarily to individuals who may not otherwise be able to secure legal advice. Third-year law students from the College of Law assist with legal representation under the supervision of staff who are licensed attorneys. The Clinic has provided representation in the areas of criminal defense, elder law, domestic violence and mediation.

NIU's current lease for the Zeke Giorgi Law Clinic expires June 30, 2016, based on an RFI opened April 20, 2010. NIU wishes to exercise the second of two, three-year renewal options, with the lease agreement beginning on July 1, 2016, and ending June 30, 2019. The lease terms are for 13,050 square feet at a rate of $106,488 per year. The renewal award will be advertised in the Illinois Procurement Bulletin.

Funding: Appropriated/Income Funds

Recommendation: The University requests Board of Trustees approval of expenditure authority for FY17-FY19 as follows:

Urban Equity Properties LLC – Rockford, IL.........................................................$319,464

Amount Requested for FY14-16: $313,200
REAL PROPERTY – LEASE FOR SCHOOL OF ART

Summary: The University is currently leasing art studio space to support the 3-D graduate art programs. The lease is based on a Request for Information (RFI) process that was conducted in 2011 that allowed for a renewal. The University wishes to exercise the one 5-year renewal option which will begin on July 1, 2016 and end on June 30, 2021. The lease terms are for 12,500 square feet at a rate of $95,988 annually, not including utilities. Lease payments and related expenses will be funded through existing allocations to academic and administrative units. The lease incorporates and is consistent with all applicable State statutes and Board Regulations. The renewal award will be advertised in the Illinois Procurement Bulletin.

Funding: Appropriated/Income Funds

Recommendation: The University recommends Board of Trustees approval to enter into a five-year lease renewal agreement under the above terms and conditions for FY17-FY21.

Charles J. Shepard & Lynn A. Shepard..............................................$479,940

Amount Requested for FY12-FY16: $479,940
FISCAL YEAR 2017 MATERIALS MANAGEMENT COMMODITIES OPEN ORDERS

Summary: NIU Department of Materials Management requests permission to purchase commodities for campus departments for the period July 1, 2016 – June 30, 2017. The vendors will provide commodities for resale such as janitorial supplies, non-stock office, computer, and printer supplies. These are IPHEC vendors through the State IPHEC contract.

Funding: Institutional Funds

Recommendation: The University requests Board of Trustees approval of expenditure authority for FY17 as follows:

Supplyworks – Rockford, IL ................................................................. $350,000
Office Depot Max Inc. – Itasca, IL ....................................................... $550,000

Total ........................................................................................................ $900,000

Amount Approved for FY16: $1,450,000
FISCAL YEAR 2016 INTERNAL BUDGET AMENDMENT

Summary: Each year the University seeks the Board's approval of the internal budget for the current fiscal year. In most years, the University receives its State appropriation in early June, but as a result of the State's current financial situation, the State has only approved a stop-gap appropriation of $26.4 million for FY16 at this time. During the FY16 budget development process, the University initiated a new strategy to expand the engagement of the campus community and solicit their input more broadly. This has enabled us to make more well-informed critical and difficult decisions regarding our FY16 internal budget as we are facing declining revenue resulting from reduced state appropriations and continuing enrollment shortfalls. These efforts continue to be refined in the upcoming budget development cycles.

Recommendation: While the University continues to analyze the expenditures for efficiency and opportunities to reduce cost structure, the University is requesting spending authority to meet the expenditure budget of $419 million that was presented in September to the Board of Trustees. The University will continue to use all available resources including working capital, with an estimated utilization of approximately $30 million in FY16 in order to meet the demands of the University. Pursuant to Board of Trustees Bylaws, the University requests Board of Trustees approval of the FY16 Internal Budget as outlined in Tables 1 and 2 below:

<p>| Table 1 |
| FISCAL YEAR 2016 INTERNAL BUDGET |
| Summary of Budgeted Revenue by Source |
| ($ in Thousands) |
| | FY2015 | FY2016 | FY2016 Amendment |
| University Appropriated Revenues |  |
| General Revenue Fund | 91,092.7 | 63,835.3 | 26,403.2 |
| State College and University Trust | 20.4 | 36.0 | 36.0 |
| Total Appropriated Fund Revenues | $ 91,113.1 | $ 63,871.3 | $ 26,439.2 |
| University Nonappropriated Revenues |  |
| University Income Fund | 140,667.9 | 136,152.1 | 161,686.6 |
| Income from Auxiliary Enterprises: |  |
| From Operations in Revenue Bond Facilities | 72,821.5 | 72,422.1 | 72,422.1 |
| From Operations in Other Auxiliary Enterprises | 23,251.3 | 22,958.6 | 22,958.6 |
| Gifts, Grants and Contracts | 56,000.0 | 54,000.0 | 66,040.7 |
| Local Funds | 40,605.8 | 40,045.8 | 40,045.8 |
| Total Nonappropriated Revenues | $ 333,346.5 | $ 325,578.6 | $ 363,153.8 |
| Total Anticipated Revenues | $ 424,459.6 | $ 389,449.9 | $ 389,593.0 |</p>
<table>
<thead>
<tr>
<th></th>
<th>FY16 Actual / Projection</th>
<th>FY16 Budget</th>
<th>Variance</th>
</tr>
</thead>
<tbody>
<tr>
<td><strong>Revenue</strong></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Tuition &amp; Student Fees</td>
<td>$ 203,075,996</td>
<td>$ 171,211,000</td>
<td>$ 31,864,996</td>
</tr>
<tr>
<td>Gifts, Grants, &amp; Contracts</td>
<td>$ 66,040,738</td>
<td>$ 54,000,000</td>
<td>$ 12,040,738</td>
</tr>
<tr>
<td>Other Fees and Fines</td>
<td>$ 9,570,793</td>
<td>$ 13,756,000</td>
<td>$ (4,185,207)</td>
</tr>
<tr>
<td>Sales</td>
<td>$ 43,236,911</td>
<td>$ 39,484,000</td>
<td>$ 3,752,911</td>
</tr>
<tr>
<td>Rental &amp; Room Income</td>
<td>$ 35,318,343</td>
<td>$ 37,126,000</td>
<td>$ (1,807,657)</td>
</tr>
<tr>
<td>Gate Receipts &amp; Commissions</td>
<td>$ 5,577,287</td>
<td>$ 3,756,000</td>
<td>$ 1,821,287</td>
</tr>
<tr>
<td>Miscellaneous &amp; Investment Income</td>
<td>$ 10,084,114</td>
<td>$ 6,246,000</td>
<td>$ 3,838,114</td>
</tr>
<tr>
<td>State of Illinois</td>
<td>$ 26,403,201</td>
<td>$ 63,871,000</td>
<td>$ (37,467,799)</td>
</tr>
<tr>
<td>Transfers</td>
<td>$ (9,714,338)</td>
<td></td>
<td></td>
</tr>
<tr>
<td><strong>Total Revenue &amp; Transfers</strong></td>
<td>$ 389,593,046</td>
<td>$ 389,450,000</td>
<td>$ 143,046</td>
</tr>
<tr>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td><strong>Expenses</strong></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Cost of Goods Sold</td>
<td>$ 9,895,675</td>
<td></td>
<td></td>
</tr>
<tr>
<td>Personnel Services</td>
<td>$ 223,340,525</td>
<td></td>
<td></td>
</tr>
<tr>
<td>Contractual Services</td>
<td>$ 75,983,412</td>
<td></td>
<td></td>
</tr>
<tr>
<td>Commodities</td>
<td>$ 7,314,616</td>
<td></td>
<td></td>
</tr>
<tr>
<td>Travel</td>
<td>$ 4,298,033</td>
<td></td>
<td></td>
</tr>
<tr>
<td>Automotive</td>
<td>$ 1,302,784</td>
<td></td>
<td></td>
</tr>
<tr>
<td>Scholarships</td>
<td>$ 69,158,031</td>
<td></td>
<td></td>
</tr>
<tr>
<td>Telecommunications</td>
<td>$ 1,781,360</td>
<td></td>
<td></td>
</tr>
<tr>
<td>Equipment &amp; Library Materials</td>
<td>$ 7,495,008</td>
<td></td>
<td></td>
</tr>
<tr>
<td>Other</td>
<td>$ 18,224,308</td>
<td></td>
<td></td>
</tr>
<tr>
<td><strong>Total Expenses</strong></td>
<td>$ 418,793,752</td>
<td>$ 419,296,000</td>
<td>$ (502,248)</td>
</tr>
<tr>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td><strong>Net Revenue</strong></td>
<td>$ (29,200,706)</td>
<td>$ (29,846,000)</td>
<td>$ 645,294</td>
</tr>
</tbody>
</table>
AGENDA ITEM 8.a.19.  
JUNE 16, 2016  

FISCAL YEAR 2017 NIU FOUNDATION PROFESSIONAL SERVICES CONTRACT

**SUMMARY:** The Northern Illinois University Foundation, an independent organization, operates to support the mission of Northern Illinois University through fundraising, asset management and related support activities. Among such activities, the Foundation coordinates and manages cultivation, solicitation, acknowledgment and receipting of all gifts; administers, invests and disburses funds; maintains all constituent records; manages and coordinates communications with constituents; and performs alumni relations activities. The University and the Foundation annually enter into a contract which serves to outline the fundraising services and activities to be provided by the Foundation on behalf of the University each year. This contractual agreement is in accordance with the Legislative Audit Commission Guidelines.

The contract amount assessed is $630,052, which covers partial salaries and benefits for these “assigned employees” as well as a portion of programmatic services in accordance with contract obligations. The remaining portion of the salaries for those employees is paid from the General Revenue budget of the University.

**FUNDING:** Appropriated/Income Funds

**RECOMMENDATION:** The University requests Board of Trustees approval of a renewal order of the FY16 contract for the Northern Illinois University Foundation in the amount $630,052.

Amount Requested in FY16: $630,052
Agenda Item 8.a.20.
June 16, 2016

FISCAL YEAR 2017 INTERNAL BUDGET

Background Information: Each year the University seeks the Board’s approval of the internal budget for the current fiscal year. In most years, the University receives its State appropriation in early June, but as a result of the State’s current financial situation, the State has not yet provided the University an appropriation for FY17. This year, during the FY17 budget development process, our approach in developing our recommendation to the Board has been to expand our engagement with the campus community and solicit their input more broadly. This has enabled us to make more well-informed critical and difficult decisions regarding our FY17 internal budget as we are facing declining revenue resulting from reduced state appropriations and continuing enrollment shortfalls. The University continues to work together to reduce expenses through prioritization, deferment, and collaboration in order to address the revenue shortfall, and as a result, our FY17 Internal Budget Request is below our actual FY16 expenditures as outlined in Table 1. Once the University has received an enacted appropriation from the State, we will bring a final amended internal budget recommendation to the Board for approval.

Recommendation: Pursuant to Board of Trustees Bylaws, the University requests Board of Trustees approval of the FY17 Internal Budget as outlined in Table 2 below:

| Table 1 |
| FISCAL YEAR 2016 INTERNAL BUDGET |
| Summary of Expenses by Object Code |

<table>
<thead>
<tr>
<th>Expenses</th>
<th>FY16 Actual / Projection</th>
</tr>
</thead>
<tbody>
<tr>
<td>Cost of Goods Sold</td>
<td>$ 9,895,675</td>
</tr>
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</tr>
<tr>
<td>Total Expenses</td>
<td>$ 418,793,752</td>
</tr>
</tbody>
</table>
### Table 2

**FISCAL YEAR 2017 INTERNAL BUDGET**

Summary of Budgeted Revenue by Source

($ in Thousands)

<table>
<thead>
<tr>
<th>FY2017</th>
</tr>
</thead>
<tbody>
<tr>
<td>University Appropriated Revenues</td>
</tr>
<tr>
<td>General Revenue Fund (a)</td>
</tr>
<tr>
<td>State College and University Trust</td>
</tr>
<tr>
<td><strong>Total Appropriated Fund Revenues</strong></td>
</tr>
<tr>
<td>University Nonappropriated Revenues</td>
</tr>
<tr>
<td>University Income Fund</td>
</tr>
<tr>
<td>Income from Auxiliary Enterprises:</td>
</tr>
<tr>
<td>From Operations in Revenue Bond Facilities</td>
</tr>
<tr>
<td>From Operations in Other Auxiliary Enterprises</td>
</tr>
<tr>
<td>Gifts, Grants and Contracts</td>
</tr>
<tr>
<td>Local Funds</td>
</tr>
<tr>
<td><strong>Total Nonappropriated Revenues</strong></td>
</tr>
<tr>
<td><strong>Total Anticipated Revenues</strong></td>
</tr>
</tbody>
</table>

(a) Reflects the FY17 Governor Budget.
INTERNAL AUDIT DEPARTMENT CHARTER APPROVAL

**Summary:** The Internal Audit Department is required to comply with the Institute of Internal Auditors’ *International Standards for the Professional Practice of Internal Auditing*, the Code of Ethics, and the Fiscal Control and Internal Auditing Act of the State of Illinois. As required by the standards, the director of internal audit would like to briefly review the Definition of Internal Auditing and the Code of Ethics with senior management and the board. The *Standards* and the Fiscal Control and Internal Auditing Act of the State of Illinois were reviewed in detail at the November 12, 2015 CARL Committee Meeting. The standards also require that “the purpose, authority, and responsibility of the internal audit activity be formally defined in an internal audit charter. The chief audit executive must periodically review the internal audit charter and present it to senior management and the board for approval.” The periodic review has been completed; no significant changes are needed at this time.

**Recommendation:** The University requests the Board of Trustees approval of the internal audit charter as attached.
Northern Illinois University
Internal Audit Department Charter

The mission of the Internal Audit Department is to provide independent and objective assurance and consulting services to assist the Board of Trustees and university management in the effective discharge of their oversight, management, and operating responsibilities. Internal auditing is based on an objective assessment of evidence. It uses a systematic, disciplined approach to evaluate and recommend improvements to the risk management, internal control, and governance processes.

The nature and scope of an assurance engagement are determined by the internal audit director. An assurance audit provides an opinion or conclusion regarding the activity under review and, depending on the engagement, includes:

- Determining that risks are appropriately identified and managed.
- Reviewing and appraising the adequacy and effectiveness of accounting, financial, and operating controls.
- Determining the extent of compliance with established policies, plans, and procedures, and with applicable law.
- Evaluating the reliability of accounting and other information developed within the organization.
- Evaluating the extent to which university assets are accounted for and safeguarded from losses of all kinds.
- Identifying areas of cost savings and/or operational improvement.
- Reviewing the design of or modifications to major electronic data processing systems prior to their implementation.

Opportunities to improve internal control may be identified during assurance audits. They will be communicated to the appropriate level of management and follow-up actions by management will be reviewed to determine whether appropriate actions are taken. The responsibilities of supervisory personnel include notifying the internal audit director in writing within 30 days when internal audit recommendations are not followed, so that the president can be advised accordingly and corrective action can be taken. If corrective action is required, the president shall notify the chair of the Board of Trustees and the chair and vice chair of the Compliance, Audit, Risk Management, and Legal Affairs (CARL) Committee of the Board of Trustees.

In addition to performing assurance audits, the Internal Audit Department provides consulting services that are advisory in nature and are generally performed at the specific request of an engagement client. Consulting may range from formal engagements with defined scope and objective, to advisory activities, such as participating in standing or ad hoc committees or project teams. Consulting may also include formal guidance provided on an as-needed basis.

Internal audit records are not public documents. Internal Audit reports are made available to the Board of Trustees and to others as mandated by legal, statutory, or regulatory requirements. Requests for reports should be directed to the Office of the President.

With the concurrence of the president and the Board of Trustees and in accordance with the Fiscal Control and Internal Auditing Act (Illinois Revised Statutes, 1989, Chapter 15, paragraph 1001-3004), the Internal Audit Department is authorized to review and evaluate policies, procedures, and practices of any university activity, program, or function. This authority provides for full access to all records, properties, and personnel relevant to the subject under review. Persons requesting an audit, special project, or investigation to be performed by the Internal Audit Department should direct their request to the Office of the President. In performing the audit engagements, the Internal Audit Department has no direct responsibility for or authority over any of the activities reviewed. Therefore, the internal audit review and
The appraisal process does not in any way relieve other university personnel of the responsibilities assigned to them.

The Internal Audit Department is organized with the intent of being in compliance with the Fiscal Control and Internal Auditing Act, which requires:

- State universities to establish a full-time program of internal auditing;
- The chief internal auditor to report directly to the chief executive officer (president) and to have direct communication with the chief executive officer and the Board of Trustees, if applicable, in the exercise of auditing activities;
- Internal auditors to be free of all operational duties;
- A two-year audit plan and an annual report on the prior year audit activity to be prepared annually;
- Audits of major systems of internal accounting and administrative control to be conducted on a regular basis;
- The design or modification of major electronic data processing systems to be reviewed prior to their implementation;
- Special audits to be performed as requested by the president;
- The chief internal auditor to have, in addition to all other powers or duties authorized by law, required by professional ethics or standards, or assigned consistent with the Act, the powers necessary to carry out the duties required by the Act;
- The chief internal auditor may consult with state agencies, commissions, boards, and committees on matters affecting the duties or responsibilities of the chief internal auditor under the Act.

The Act also created an Internal Audit Advisory Board (Board) which established professional standards and a code of ethics to which all State internal auditors must adhere: All audits shall be conducted in compliance with the general and specific standards of the International Standards for the Professional Practice of Internal Auditing published by the Institute of Internal Auditors, or where required, in accordance with government auditing standards published by the U.S. General Accounting Office. The professional conduct of persons involved in internal audit operations shall be based on the ethical standard adopted by the Institute of Internal Auditors, IIA Code of Ethics, Standards of Conduct.

**ADDITIONAL ITEMS FOR REFERENCE PURPOSES**

**Definition of Internal Auditing**

Internal auditing is an independent, objective assurance and consulting activity designed to add value and improve an organization's operations. It helps an organization accomplish its objectives by bringing a systematic, disciplined approach to evaluate and improve the effectiveness of risk management, control, and governance processes.

**Code of Ethics**

The Code of Ethics states the principles and expectations governing the behavior of individuals and organizations in the conduct of internal auditing. It describes the minimum requirements for conduct, and behavioral expectations rather than specific activities.

The complete Code of Ethics and the International Standards for the Professional Practice of Internal Auditing can be found on the Institute of Internal Auditors website. (www.theiia.org)
PRESENTATION: NIU AND THE ASSOCIATION FOR BLACK CULTURE CENTERS

Dr. Frederick Hord, Executive Director of the Association for Black Culture Centers, will provide an update on the association's first year at NIU and their ongoing work nationally with culture centers.
Agenda Item 8.b.2.
June 16, 2016

PRESENTATION: CHIEF DIVERSITY OFFICER: YEAR IN REVIEW

Dr. Vernese Edghill-Walden will provide an update on diversity and inclusion initiatives since her August 2015 appointment as NIU’s first Senior Associate Vice President for Academic Diversity and Chief Diversity Officer.
Agenda Item 8.b.3.  
June 16, 2016

**SEMI-ANNUAL PROGRESS REPORT OF ACTIVE CAPITAL PROJECTS**

**WITH A BUDGET OVER $100,000**

All projects listed herein were previously approved by the Board of Trustees or the President and are currently in process. The Authorization Date is identified for all NIU-funded projects; the fiscal year is identified for all CDB-funded projects. Status reports are provided on any project, regardless of initiation date, until all work has been completed and all payments have been made.

**CAPITAL DEVELOPMENT BOARD PROJECTS**

I. Projects in the Planning Phase

A. Remodeling and Rehabilitation

1. **William R. Monat Building - Replace Air Conditioning**
   
   Total Project Budget: $248,864 (estimated)  
   Source of Funding: FY2004 - CDB  
   Architect/Engineer: KJWW Engineers - Rock Island

   **Status:** The CDB has contracted for engineering services to produce bidding documents. Advertisement and acceptance of bids has been awaiting release of appropriated funding for several years. This will be the final report on this project, CDB has closed it. The University will integrate this work into the current process to prioritize all campus capital projects into a five year plan.

2. **Founders Library – Upgrade Sunken Plaza**
   
   Total Project Budget: $320,000 (estimated)  
   Source of Funding: FY2005 - CDB  
   Architect/Engineer: Wills Burke Kelsey Associates - St. Charles

   **Status:** The CDB has closed the original professional services agreement with Wills Burke Kelsey. Engineering and bidding has been awaiting release of appropriated funding for several years. This will be the final report on this project, CDB has closed it. The University will integrate this work into the current process to prioritize all campus capital projects into a five year plan.

3. **East Heating Plant – Repair Main Steam Tunnel**
   
   Total Project Budget: $1,705,000 (estimated)  
   Source of Funding: FY2010 - CDB  
   Architect/Engineer: Affiliated Engineers, Inc. – Chicago

   **Status:** Affiliated Engineers has been selected as the consulting A/E for the project. Engineering and bidding has been awaiting release of appropriated funding for several years. This will be the final report on this project, CDB has closed it. The University will integrate this work into the current process to prioritize all campus capital projects into a five year plan.
II. Projects in the Design Phase

A. Remodeling and Rehabilitation

1. Williston Hall - ADA Fire Alarm Upgrade
   
   **Total Project Budget:** $150,150 (estimated)
   **Source of Funding:** FY2004 - CDB
   **Architect/Engineer:** AON Fire Protection Engineering – Glenview

   **Status:** The CDB has contracted for engineering services and 100 percent documents have been prepared for review. Advertisement and acceptance of bids has been awaiting release of appropriated funding for several years. This will be the final report on this project, CDB has closed it. The University will integrate this work into the current process to prioritize all campus capital projects into a five year plan.

2. Campus Electrical Switch Gear Upgrade
   
   **Total Project Budget:** $674,500 (estimated)
   **Source of Funding:** FY2004 - CDB
   **Architect/Engineer:** Crawford, Murphy & Tilly, Inc. - Aurora

   **Status:** The CDB has contracted for engineering services and 100 percent documents have been prepared for review. Advertisement and acceptance of bids has been awaiting release of appropriated funding for several years. This will be the final report on this project, CDB has closed it. The University will integrate this work into the current process to prioritize all campus capital projects into a five year plan.

III. Projects in the Construction Phase

A. Remodeling and Rehabilitation

1. Stevens Building – Addition & Renovation
   
   **Total Project Budget:** $22,517,600 (estimated)
   **Source of Funding:** FY2010 - CDB
   **Architect/Engineer:** PSA Dewberry/BCA - Elgin

   **Status:** All work was stopped on June 30, 2015 by the State of Illinois. Prior to shutdown, construction work had progressed to approximately 40% complete. The main emphasis was on the new lecture hall and A wing. Renovation of existing C wing is approximately 60% complete. At a Special Meeting on November 12, 2015 the Board of Trustees approved a $300,000 expenditure to CDB that would fund winterization to minimize damage to the project due to exposure to the elements during winter months. The work was successfully completed. Progress on the project depends on a state budget resolution and re-appropriation of project funds.

B. Site and Utilities

   N/A
NORTHERN ILLINOIS UNIVERSITY PROJECTS

I. Projects in the Planning Phase

A. Remodeling and Rehabilitation

1. Holmes Student Center / Neptune Complex Redevelopment Plans
   Total Project Budget: $1,500,000
   Source of Funding: Bond Series 2010 Project
   Authorization Date: June 2014
   Architect/Engineer: Dewberry - Peoria (Holmes)
                     Design Organization – Chicago (Neptune)

   Status: The project budget listed above is for planning the redevelopment of Holmes Student Center and Neptune Complex. The design teams have completed the master planning process and have proposed redevelopment conceptual designs and program elements. A presentation was made to the Board at a Special Meeting of the FFOC on August 6, 2015. Final payments for the planning work are in process.

2. DeKalb Campus – Central Core Redevelopment Urban Framework Plan
   Total Project Budget: $129,350
   Source of Funding: Bond Series 2010 Project
   Authorization Date: April 2015
   Architect/Engineer: Knight E/A- Chicago

   Status: The project budget listed above is for planning the redevelopment of the central core of campus. Urban planners worked in conjunction with the planners for both Holmes Student Center and Neptune in the redevelopment design process to guide the overall conceptual designs and program elements into a cohesive campus central core redevelopment framework. Final payments for the planning work are in process.

B. Site and Utilities

1. Parking Lot P and PS - Reconstruction
   Total Project Budget: $1,745,000
   Source of Funding: Bond Series 2010 Project
   Authorization Date: June 2011 (confirmed March 2014)
   Architect/Engineer: TBD

   Status: Due to budget considerations the planning and design of these parking lots are temporarily on hold. This will be the last report on this design effort until priorities allow this project to be reconsidered.

2. DeKalb Campus – East and West Heating Plant Boiler Assessment
   Total Project Budget: $700,000
   Source of Funding: Institutional - Bond Reserves
   Authorization Date: March 2017
   Architect/Engineer: TBD

   Status: The project budget listed above is for an assessment of the existing heating system to determine the priority and sequence of renovation/replacement investments to ensure the most cost/energy efficient and reliable heating system for the long term. A/E selection and A/E contract work will begin in late spring 2016.
II. Projects in the Design Phase

A. Remodeling and Rehabilitation

1. Gabel Hall – Roof Repairs
   Total Project Budget: $1,250,000
   Source of Funding: Institutional – Local Funds
   Authorization Date: March 2017
   Architect/Engineer: NIU A&E Services

   Status: This will be a phased project with Phase I repairs estimated at $250,000 starting in late spring 2016. The construction work will be scheduled to take advantage of semester break and summer schedules. As funding is identified, the University will request Board approval to proceed with Phase II repairs.

2. Stevenson Towers A & D – Roof Replacement
   Total Project Budget: $625,000
   Source of Funding: Institutional – Bond Reserve Funds
   Authorization Date: March 2017
   Architect/Engineer: TBD

   Status: Project design is scheduled for early spring 2016. Construction work is planned and scheduled to take advantage of semester break and summer schedules.

3. Monsanto Property – Repair Roof
   Total Project Budget: $188,703 (estimated)
   Source of Funding: Performance Contract Phase 11A - Financed
   Authorization Date: December 2014
   Architect/Engineer: Energy Systems Group – Itasca, IL

   Status: Project design work is 75% complete. Work is anticipated to start May 2016; anticipated completion Fall Semester 2016.

4. Cole Hall – Repair Roof
   Total Project Budget: $144,507 (estimated)
   Source of Funding: Performance Contract Phase 11A - Financed
   Authorization Date: December 2014
   Architect/Engineer: Energy Systems Group – Itasca, IL

   Status: Project design work is 95% complete. Work is anticipated to start May 2016; anticipated completion Fall Semester 2016.

5. East Heating Plant – New Soft Water System
   Total Project Budget: $290,394 (estimated)
   Source of Funding: Performance Contract Phase 11A - Financed
   Authorization Date: December 2014
   Architect/Engineer: Energy Systems Group – Itasca, IL

   Status: Project design work is 45% complete. Work is anticipated to start June 2016; anticipated completion late fall 2016.
6. Anderson Hall – Replace Pool Filtration System
Total Project Budget: $300,366 (estimated)
Source of Funding: Performance Contract Phase 11A - Financed
Authorization Date: December 2014
Architect/Engineer: Energy Systems Group – Itasca, IL

Status: Project design work is 50% complete. Work is anticipated to start May 2016; anticipated completion Fall Semester 2016.

B. Site and Utilities

1. Parking Lot W – Expansion
Total Project Budget: $661,500
Source of Funding: Bond Series 2010 Project
Authorization Date: June 2011
Architect/Engineer: Hanson Professional Services - Rockford

Status: Site restoration is complete. Final payments have been made. Final payment to the consulting Architect/Engineer has also been made. This will be the last report on this design effort.

2. Naperville Parking Lot Reconstruction – Phase II
Total Project Budget: $1,215,000
Source of Funding: Local Funds- NIU Naperville Operations
Authorization Date: September 2015

Status: Design for Phase II was temporarily delayed due to budget considerations but is scheduled to begin again in late spring 2016.

3. DeKalb Campus – DuSable Steam Vault Repairs
Total Project Budget: $400,000
Source of Funding: Institutional - Bond Reserve/Utility Reserve Funds
Authorization Date: March 2017
Architect/Engineer: NIU A&E Services

Status: Site preparation and drawings are in process. The construction work will begin in late spring 2016 and will be planned and scheduled to take advantage of semester break and summer schedules.

4. DeKalb Campus – Lucinda Avenue Realignment
Total Project Budget: $440,000
Source of Funding: Bond series 2010 Funds - $206,139
Federal Highway Grant Funds - $206,139
Authorization Date: March 2017
Architect/Engineer: TBD

Status: State of Illinois Department of Transportation will administer this project. The selection process for the civil engineer for Phase I and Phase II engineering design will begin in late spring 2016.
III. Projects in the Construction Phase

A. Remodeling and Rehabilitation

1. DeKalb Campus – Campus Alerting System Phase IV
   
   | Total Project Budget: | $1,250,000 |
   | Source of Funding:    | Appropriated Funds |
   | Authorization Date:   | March 2013 |
   | Architect/Engineer:   | NIU A&E Services |

   **Status:** This project will encompass the final phases of the campus alert system. Work is approximately 70% complete. The construction work will be planned and scheduled to take advantage of semester breaks, weekends and summer schedules. Project has been temporarily delayed due to budget considerations. Once the budget is stabilized, the project is expected to be completed in 18 months.

2. DuSable Hall – Concrete Beam Repair at Main Entry
   
   | Total Project Budget: | $414,500 |
   | Source of Funding:    | Institutional - Local Funds |
   | Authorization Date:   | June 2014 |
   | Architect/Engineer:   | AltusWorks - Chicago |

   **Status:** All work is complete. Final payments are in process.

3. Grant Central Core – Roof Replacement
   
   | Total Project Budget: | $812,000 |
   | Source of Funding:    | Bond Revenue Reserves |
   | Authorization Date:   | September 2014 |
   | Architect/Engineer:   | NIU A&E Services |

   **Status:** All work is complete. Final payments have been made. This will be the final report on this project.

4. Montgomery & Psych/Computer Science – Animal Facilities Renovation
   
   | Total Project Budget: | $3,476,535 (estimated) |
   | Source of Funding:    | Institutional – Local Funds |
   | Performance Contract Phase 11A - Financed |
   | Authorization Date:   | September 2014 |
   | Architect/Engineer:   | NIU A/E Services |

   **Status:** Montgomery Hall renovation of HVAC system is complete. Psych/Computer Science renovation is scheduled to begin in August. Performance Contract Phase 11A is being leveraged to renovate the HVAC at Psych/Computer Science.

5. Residence Halls – FY16 Rotation Painting
   
   | Total Project Budget: | $249,000 |
   | Source of Funding:    | Institutional – Revenue Bond Reserves |
   | Authorization Date:   | September 2014 |
   | Architect/Engineer:   | NIU Physical Plant |
Status: Work will be scheduled when feasible and will be scheduled to take advantage of semester breaks to minimize disruptions. The work is approximately 80% complete, the remainder of the work will be done in May 2016.

6. Huskie Stadium – Install LED Ribbon Board
   Total Project Budget: $300,000
   Source of Funding: Institutional – Revenue Bond Reserves
   Authorization Date: September 2014
   Architect/Engineer: NIU A&E Services

   Status: All work is complete. Final payments have been made. This will be the final report on this project.

7. Adams Hall - Floors 2-4 – Replace Insulation on Chilled Water Piping
   Total Project Budget: $100,000
   Source of Funding: Appropriated/Income Funds
   Authorization Date: December 2014
   Architect/Engineer: NIU A&E Services

   Status: Work was completed during winter break. Final payments are in process.

8. Adams Hall – Replace HVAC Equipment
   Total Project Budget: $570,150 (estimated)
   Source of Funding: Performance Contract Phase 11A - Financed
   Authorization Date: December 2014
   Architect/Engineer: Energy Systems Group – Itasca, IL

   Status: Work is 60% complete. Anticipated completion is Fall Semester 2016.

9. East Heating Plant – Repair Two Boilers – Burners and Controls
   Total Project Budget: $290,394 (estimated)
   Source of Funding: Performance Contract Phase 11A - Financed
   Authorization Date: December 2014
   Architect/Engineer: Energy Systems Group – Itasca, IL

   Status: Work is 55% complete. Anticipated completion is Fall Semester 2016.

10. Convocation Center – Repair Two Chillers – Condenser Tubes
    Total Project Budget: $114,938 (estimated)
    Source of Funding: Performance Contract Phase 11A - Financed
    Authorization Date: December 2014
    Architect/Engineer: Energy Systems Group – Itasca, IL

    Status: Work is 75% complete. Anticipated completion is summer 2016.

11. Convocation Center – Modify Audio System
    Total Project Budget: $229,500
    Source of Funding: Institutional – Revenue Bond Reserves
    Authorization Date: June 2015
    Architect/Engineer: NIU A&E Services

    Status: All work is complete. Final payments have been made. This will be the final report on this project.
12. Founders Library- Reconfigure Lower Level
   Total Project Budget: $168,000
   Source of Funding: Appropriated/Income Funds
   Authorization Date: February 2015
   Architect/Engineer: NIU A&E Services

   Status: All work is complete. Final payments have been made. This will be the final report on this project.

13. Huskie Stadium- Replace Turf Field
   Total Project Budget: $460,000 (estimated)
   Source of Funding: Institutional- Revenue Bond
   Authorization Date: March 2015
   Architect/Engineer: NIU A&E Services

   Status: All work is complete. Final payments have been made. This will be the final report on this project.

14. Cole Hall – Anthropology Museum – Install Storage
   Total Project Budget: $117,250
   Source of Funding: Grant Funds – Sponsored Projects
   Authorization Date: June 2015
   Architect/Engineer: NIU A&E Services / Anthropology

   Status: All work is complete. Final payments have been made. This will be the final report on this project.

B. Site and Utilities

1. DeKalb Campus – Outdoor Intramural Recreational Facility
   Total Project Budget: $6,200,000 (estimated)
   Source of Funding: Bond Series 2010 Project
   Authorization Date: June 2011
   Architect/Engineer: Upland Design - Plainfield

   Status: All work is complete. Final payment is in process.

2. Parking Lot 2/E – Resurface
   Total Project Budget: $1,217,700
   Source of Funding: Bond Series 2010 Project
   Authorization Date: June 2011
   Architect/Engineer: Crawford, Murphy & Tilly, Inc. - Aurora

   Status: The contractor’s work is complete. Final payments have been made. This will be the final report on this project.

3. Parking Structure - Reconstruct Four Exit Stairs
   Total Project Budget: $1,200,000
   Source of Funding: Bond Series 2010 Project
   Authorization Date: June 2011 (confirmed March 2014)
   Architect/Engineer: NIU A&E Services
**Status:** Construction work is complete on stair #2 and overall the project is 30% complete. Work on stair #3 is scheduled for summer 2016 with completion prior to the start of Fall Semester. It is anticipated that the project will be complete for Fall Semester of 2017.

### 4. DeKalb Campus – Electrical Infrastructure Replacement Phase II

<table>
<thead>
<tr>
<th>Total Project Budget:</th>
<th>$2,580,000 (estimated)</th>
</tr>
</thead>
<tbody>
<tr>
<td><strong>Source of Funding:</strong></td>
<td>Bond Series 2010 Project</td>
</tr>
<tr>
<td></td>
<td>Appropriated Funds – Administrative Support</td>
</tr>
<tr>
<td><strong>Authorization Date:</strong></td>
<td>March 2013</td>
</tr>
<tr>
<td><strong>Architect/Engineer:</strong></td>
<td>NIU A&amp;E Services</td>
</tr>
</tbody>
</table>

**Status:** Construction started in fall 2013 and is approximately 71% complete. Work has been temporarily delayed due to budget concerns. Once the budget is stabilized, the project is expected to be completed in 18 months.

### 5. Naperville- Parking Lot Replacement- Phase I

<table>
<thead>
<tr>
<th>Total Project Budget:</th>
<th>$172,265</th>
</tr>
</thead>
<tbody>
<tr>
<td><strong>Source of Funding:</strong></td>
<td>Local Funds- NIU Naperville Operations</td>
</tr>
<tr>
<td><strong>Authorization Date:</strong></td>
<td>November 2013</td>
</tr>
<tr>
<td><strong>Architect/Engineer:</strong></td>
<td>Engineering Resource Associates, Inc. - Warrenville</td>
</tr>
</tbody>
</table>

**Status:** Construction work was completed summer 2015. Final payments to the contractor have been made. This will be the final report on this project.

### 6. DeKalb Campus - Electrical Infrastructure Replacement Phase III

<table>
<thead>
<tr>
<th>Total Project Budget:</th>
<th>$2,550,000 (estimated)</th>
</tr>
</thead>
<tbody>
<tr>
<td><strong>Source of Funding:</strong></td>
<td>Appropriated Funds</td>
</tr>
<tr>
<td></td>
<td>Bond Series 2010 Project</td>
</tr>
<tr>
<td><strong>Authorization Date:</strong></td>
<td>March 2014</td>
</tr>
<tr>
<td><strong>Architect/Engineer:</strong></td>
<td>NIU A&amp;E Services</td>
</tr>
</tbody>
</table>

**Status:** Construction work began in late 2014 and is approximately 29% complete. Work has been temporarily delayed due to budget concerns. Once the budget is stabilized, the project is expected to be completed in 24 months.

### 7. Lucinda Avenue Extension

<table>
<thead>
<tr>
<th>Total Project Budget:</th>
<th>$4,500,000 (estimated)</th>
</tr>
</thead>
<tbody>
<tr>
<td><strong>Source of Funding:</strong></td>
<td>Bond Series 2010 (amended)</td>
</tr>
<tr>
<td><strong>Authorization Date:</strong></td>
<td>March 2014 (amended June 2014)</td>
</tr>
<tr>
<td><strong>Architect/Engineer:</strong></td>
<td>Knight E/A, Inc. - Chicago</td>
</tr>
</tbody>
</table>

**Status:** Building environmental clean-up is complete. Building and site demolition work is complete. Road construction work is 95% complete. Site work could not be completed during the winter. Completion is anticipated late spring / early summer 2016.

### 8. Huskie Stadium – Replace Water Main for West Stadium

<table>
<thead>
<tr>
<th>Total Project Budget:</th>
<th>$143,000</th>
</tr>
</thead>
<tbody>
<tr>
<td><strong>Source of Funding:</strong></td>
<td>Appropriated Funds</td>
</tr>
<tr>
<td><strong>Authorization Date:</strong></td>
<td>June 2014</td>
</tr>
<tr>
<td><strong>Architect/Engineer:</strong></td>
<td>NIU A&amp;E Services</td>
</tr>
</tbody>
</table>

**Status:** The project provided a new water main to the building. Final payments to the contractor have been made. This will be the final report on this project.
QUARTERLY SUMMARY REPORT OF TRANSACTIONS IN EXCESS OF $100,000
FOR THE PERIOD JANUARY 1, 2016 TO MARCH 31, 2016

<table>
<thead>
<tr>
<th>Purchase Amount</th>
<th>No. of Transactions</th>
<th>Appropriated</th>
<th>Non-Appropriated</th>
<th>Total</th>
</tr>
</thead>
<tbody>
<tr>
<td>$100,000 to $250,000</td>
<td>10</td>
<td>$180,000</td>
<td>$1,671,299</td>
<td>$1,851,299</td>
</tr>
</tbody>
</table>

TRANSACTIONS DETAIL:

Purchases:

1. Computer Science - Issue an order for a display wall including all necessary hardware, software, installation and configuration. This purchase utilizes start-up funds allocated for this project during Dr. Michael Papka's hiring process. The display wall, constructed from multiple high-definition monitors integrated together to form a single display, allows Dr. Papka to instruct his classes and share his research with regard to visualizing large data sets and better understanding of potential future work environments. This purchase will utilize an IPHEC award and is exempt from the bid process. FY16 (CDW - Vernon Hills, IL)

2. Division of Information Technology - Issue an order for services provided between DeKalb County and NIU for DATA Network during the 2016 calendar year. NIU in cooperation with DeKalb County is contracted to provide services including billing for CAI’s through USAC using the DATA Network. This PO will be used for the accounting of funds that are received from the CAI’s that the County in turn bills for each CAI as the funds are received by NIU. Because the vendor is a governmental agency, this purchase is exempt from posting on the Illinois Procurement Bulletin. FY16 (DeKalb County Government - Sycamore, IL)

3. Division of Information Technology - Purchase of the EMC renewal using IPHEC Contract 1DG51306. The EMC renewals are to provide hardware and software support on our enterprise storage and backup systems. The storage is used by many departments and by enterprise applications such as PeopleSoft, Blackboard and the virtual server environment. We provide backup services for this data (and also departmental data) that can be used to restore individual files, databases and entire servers for business continuity and disaster recovery. This order is exempt from advertising on the Illinois Procurement Bulletin because the vendor is a pre-approved IPHEC vendor. FY16 (CDW-G – Vernon Hills, IL)

4. Department of Psychology - Permission to subcontract with Educational Testing Services for work on a U.S. Department of Education grant project titled "Testing onPAR Model in Developmental Literacy Education. The vendor will provide consulting services, adapt existing Reading for Understanding (RFU) GISA and SARA reading assessments, and collect data to evaluate the assessments used by NIU to test the onPAR model. This order is a grant subaward and is exempt from the Illinois Procurement Code. FY16 (Educational Testing Services - Princeton, N.J.)
5. Division of Information Technology - Renewal is required of the open order used for On-Site Telephone Switch Hardware/Software Maintenance for the University's Avaya (Nortel) CS2100-SL100 hybrid telephone switch for the period July 1, 2016 – June 30, 2017. Pricing is based on Sealed Bid #KMC146458 that opened on March 25, 2014. This is the second year of five renewal options. The renewal award will be advertised in the Illinois Procurement Bulletin - Public Institutions of Higher Education. FY17 (Arrow Systems Integration - Irving, TX)

6. Division of Information Technology - Renewal is required of the open order used to obtain telecommunication supplies and parts to be used on various projects for the period July 1, 2016 – June 30, 2017. Pricing is based on Sealed Bid #TEM124092 that opened on June 22, 2011. This is the fifth year of seven renewal options. The renewal award will be advertised in the Illinois Procurement Bulletin - Public Institutions of Higher Education. FY17 (Anixter, Inc. - Mount Prospect, IL)

7. Division of Information Technology - Renewal is required of the Microsoft Enrollment for Education Solutions software for resale for the license period July 1, 2016 – June 30, 2017. Pricing is based on Request for Proposal #KMC138285 that opened on April 25, 2013. This is the third year of nine renewal options. The renewal award will be advertised in the Illinois Procurement Bulletin - Public Institutions of Higher Education. FY17 (ScholarBuys - Carpentersville, IL)

8. Document Services - Issue an open order for support, maintenance and software upgrades as needed for the digital press provided as a result of the opening of RFP #TEM82301. This digital press is used for the production of university mainframe output, including payroll, year-end tax documents and student tuition billing. The intent to award this contract as a sole source will be advertised in the Illinois Procurement Bulletin. FY17 (Xerox Corporation - Schaumburg, IL)

9. Division of Information Technology - To purchase Blackboard One Card for Fiscal Year 2017. This purchase is for maintenance of the software product utilized by the University. The vendor is the developer of the software and no other vendor may provide this service. The intent to award this contract as a sole source was advertised in the Illinois Procurement Bulletin and has been waived by the PPB. FY17 (Blackboard, Inc. - Phoenix, AZ)

10. Northern Star - Renewal is required of an open order for printing of the Northern Star for the period July 1, 2016 - June 30, 2017. This is the last year of four one-year renewal options allowed for in a bid opened on February 28, 2012. The renewal was advertised in the Illinois Procurement Bulletin and has been waived by the PPB. FY17 (Castle Printech - DeKalb, IL)

Total $1,851,299

*Appropriated/Income Funds
PERIODIC REPORT ON INVESTMENTS
FOR PERIOD JULY 1, 2015 THROUGH MARCH 31, 2016

In accordance with the approved University Investment and Cash Management policy, this report on investments is submitted at the end of each calendar quarter to the Board of Trustees.

The following schedules are included with this report:

Investment Holdings Summary as of March 31, 2016
Investment Earnings by Type and Duration for the nine months ending March 31, 2016.
## NORTHERN ILLINOIS UNIVERSITY
### INVESTMENT HOLDINGS SUMMARY
March 31, 2016
For Fiscal Year 2016

<table>
<thead>
<tr>
<th>Investment Type</th>
<th>Purch Price/ Ending Bal</th>
<th>Book Value</th>
<th>Market Value</th>
<th>Percent of Portfolio</th>
</tr>
</thead>
<tbody>
<tr>
<td>Federal Agency Notes:</td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Local Funds</td>
<td>$ 64,668,334</td>
<td>$ 64,737,742</td>
<td>$ 64,854,146</td>
<td>39.57%</td>
</tr>
<tr>
<td>Interest Bearing Cash Accounts:</td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Local Funds</td>
<td>$ 18,856,689</td>
<td>$ 18,856,689</td>
<td>$ 18,856,689</td>
<td></td>
</tr>
<tr>
<td>Project Funds</td>
<td>356,479</td>
<td>356,479</td>
<td>356,479</td>
<td></td>
</tr>
<tr>
<td></td>
<td>$ 19,213,168</td>
<td>$ 19,213,168</td>
<td>$ 19,213,168</td>
<td>11.72%</td>
</tr>
<tr>
<td>Insured Cash Sweep:</td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Local Funds</td>
<td>$ -</td>
<td>-</td>
<td>-</td>
<td>-</td>
</tr>
<tr>
<td>Money Markets:</td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Local Funds</td>
<td>$ 42,716,762</td>
<td>$ 42,716,762</td>
<td>$ 42,716,762</td>
<td></td>
</tr>
<tr>
<td>Project Funds</td>
<td>10,573,775</td>
<td>10,573,775</td>
<td>10,573,775</td>
<td></td>
</tr>
<tr>
<td></td>
<td>$ 53,290,537</td>
<td>$ 53,290,537</td>
<td>$ 53,290,537</td>
<td>32.52%</td>
</tr>
<tr>
<td>US Treasury Notes/Bills:</td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Local Funds</td>
<td>$ 8,993,474</td>
<td>$ 8,996,324</td>
<td>$ 9,006,929</td>
<td></td>
</tr>
<tr>
<td>Project Funds</td>
<td>17,511,563</td>
<td>17,500,948</td>
<td>17,525,468</td>
<td></td>
</tr>
<tr>
<td></td>
<td>$ 26,505,037</td>
<td>$ 26,497,272</td>
<td>$ 26,532,397</td>
<td>16.19%</td>
</tr>
</tbody>
</table>

### TOTAL INVESTMENT HOLDINGS

$ 163,677,076  $ 163,738,719  $ 163,890,248  100.00%

### HOLDINGS @ MARCH 31, 2015

$ 211,100,337  $ 211,171,686  $ 211,357,847

## Market Value by Investment Type

- Federal Agency Notes: 39.57%
- Interest Bearing Cash: 11.72%
- Insured Cash Sweep: 0.00%
- Money Markets: 32.52%
- US Treasury Notes/Bills: 16.19%
## NORTHERN ILLINOIS UNIVERSITY
### INVESTMENT EARNINGS BY TYPE AND DURATION
#### For Fiscal Year 2016
##### July 1, 2015 - March 31, 2016

<table>
<thead>
<tr>
<th></th>
<th>March 31 Ending Balance</th>
<th>Average Daily Investment Balance</th>
<th>Percent of Portfolio</th>
<th>Income Earned</th>
<th>Annualized Rate of Return</th>
</tr>
</thead>
<tbody>
<tr>
<td><strong>Short-Term Investment Accounts</strong></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Illinois Funds</td>
<td>$ 42,716,762</td>
<td>$ 32,255,542</td>
<td>17.50%</td>
<td>$ 31,184</td>
<td>0.128%</td>
</tr>
<tr>
<td>Investment Accounts - Financial Institutions</td>
<td>$ 18,856,689</td>
<td>$ 32,352,031</td>
<td>17.55%</td>
<td>$ 36,875</td>
<td>0.151%</td>
</tr>
<tr>
<td>Investment Accounts - Project Funds</td>
<td>$ 10,930,254</td>
<td>$ 11,071,566</td>
<td>6.01%</td>
<td>$ 386</td>
<td>0.005%</td>
</tr>
<tr>
<td><strong>ST Investment Accounts Total</strong></td>
<td>$ 72,503,705</td>
<td>$ 75,679,139</td>
<td>41.06%</td>
<td>$ 68,445</td>
<td></td>
</tr>
<tr>
<td><strong>ST Investment Accounts Average Yield</strong></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td>0.120%</td>
</tr>
<tr>
<td><strong>Fixed Income Securities</strong></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Local Funds</td>
<td>$ 73,661,808</td>
<td>$ 89,734,992</td>
<td>48.69%</td>
<td>$ 712,480</td>
<td>1.059%</td>
</tr>
<tr>
<td>Project Funds</td>
<td>$ 17,511,563</td>
<td>$ 18,922,992</td>
<td>10.27%</td>
<td>$ 28,877</td>
<td>0.203%</td>
</tr>
<tr>
<td><strong>Fixed Income Securities Total</strong></td>
<td>$ 91,173,371</td>
<td>$ 108,657,984</td>
<td>58.96%</td>
<td>$ 741,357</td>
<td></td>
</tr>
<tr>
<td><strong>Fixed Income Securities Average Yield</strong></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td>0.910%</td>
</tr>
<tr>
<td><strong>COMBINED TOTAL</strong></td>
<td>$ 163,677,076</td>
<td>$ 184,337,123</td>
<td>100.00%</td>
<td>$ 809,802</td>
<td></td>
</tr>
</tbody>
</table>

### AVERAGE ANNUALIZED RATE OF RETURN
0.59%
Background Information: In an effort to provide more frequent information regarding the university's financial position, the university has prepared the third quarter financial summary to the Board of Trustees.

Below is a list of fund codes and definitions that are used to present the quarterly financial summary.

Fund Codes and Definitions

1. 02 Funds
   a. Consists of:
      1) General Revenue Funds – Fiscal year state appropriation
      2) University Income Funds – Tuition and fees (i.e. academic program enhancement surcharge, campus improvement fee, financial guidelines program fees, application fee, graduation fee)
   b. To be used to support the academic mission of the university as well as for student career success both directly and indirectly.

2. 04 Funds (Restricted)
   a. Consists of: University Income Funds – Class Fees for materials/laboratory/field trips.
   b. To be used in support of the class that the fee was approved and in the manner for which the fee was approved.

3. 29-33 Funds (Restricted)
   a. Consists of: Revenue Bond Operations/Replacement/Reserve Funds – Funds derived from entities whose facilities were paid for via the sale of bonds such as: student fees plus revenues from the operations of residence halls/apartments (food, board, laundry), HSC/Campus Life (bookstore, food service, hotel), Field House/Recreation Center (fees and rental), Parking (usage fees and fines), Stadium/Convocation Center/BAVC (rental, events, food sales)
   b. To be used in support of the auxiliary system facilities and operations. This includes general university operations to the extent that they support the auxiliary system.

4. 41 Funds
   a. Consists of:
      1. Auxiliary Enterprises Funds – Generated and supported through the activities of the enterprise or student fees dedicated to those enterprises such as: Health Service, Intercollegiate Athletics, Student Contract Busing, and University Press
      2. Local Funds – Activities that are considered more public service in nature such as: Non-credit programs, Student activity fees (clubs (fencing)/organizations (CAB)), Regional Centers (Rockford, Naperville, Hoffman Estates), Conferences/Workshops, Indirect Cost, SSRI/Governmental Studies, Camps, Study Abroad Programs
   b. To be used to support student career success through activities that broaden the student experience and provide opportunities beyond the traditional classroom environment.

5. 44 Funds (Restricted)
   a. Consists of: Gifts, Grants & Contracts – Funds managed for specific purposes as defined by the granting agency including federal, state, and private entities
b. To be used for the specific purpose that the grant was awarded and within the guidelines of the grant.

6. 55 Funds (Restricted)
   a. Consists of: Local Funds - Foundation Support
   b. To be used for payroll costs in support of the academic mission of the university

Following is a financial summary of the university’s operations as of the end of March FY16 and a comparison perspective to March of FY15. The second summary identifies revenue and expenses for FY16 by month.
### University All Funds Comparison
### As of March 31, 2016

<table>
<thead>
<tr>
<th></th>
<th>Current Year FY16</th>
<th>Prior Year</th>
</tr>
</thead>
<tbody>
<tr>
<td></td>
<td>YTD Actuals</td>
<td>YTD Budget</td>
</tr>
<tr>
<td></td>
<td>Total</td>
<td>Total</td>
</tr>
<tr>
<td><strong>Revenue</strong></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Tuition &amp; Student Fees</td>
<td>$193,779</td>
<td>$171,211</td>
</tr>
<tr>
<td>Gifts, Grants, &amp; Contracts</td>
<td>$49,531</td>
<td>$54,000</td>
</tr>
<tr>
<td>Other Fees and Fines</td>
<td>$7,178</td>
<td>$13,756</td>
</tr>
<tr>
<td>Sales</td>
<td>$32,427</td>
<td>$13,756</td>
</tr>
<tr>
<td>Rental &amp; Room Income</td>
<td>$33,082</td>
<td>$37,126</td>
</tr>
<tr>
<td>Gate Receipts &amp; Commissions</td>
<td>$4,183</td>
<td>$3,756</td>
</tr>
<tr>
<td>Miscellaneous &amp; Investment Income</td>
<td>$7,563</td>
<td>$6,246</td>
</tr>
<tr>
<td>State of Illinois</td>
<td>$90</td>
<td>$63,871</td>
</tr>
<tr>
<td>Transfers</td>
<td>$(9,714)</td>
<td>-</td>
</tr>
<tr>
<td><strong>Total Revenue &amp; Transfers</strong></td>
<td>$318,119</td>
<td>$389,450</td>
</tr>
<tr>
<td><strong>Expenses</strong></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Cost of Goods Sold</td>
<td>$7,422</td>
<td>$10,234</td>
</tr>
<tr>
<td>Personnel Services</td>
<td>$167,505</td>
<td>$211,920</td>
</tr>
<tr>
<td>Contractual Services</td>
<td>$56,988</td>
<td>$76,211</td>
</tr>
<tr>
<td>Commodities</td>
<td>$5,486</td>
<td>$8,721</td>
</tr>
<tr>
<td>Travel</td>
<td>$3,224</td>
<td>$3,966</td>
</tr>
<tr>
<td>Automotive</td>
<td>$977</td>
<td>$1,166</td>
</tr>
<tr>
<td>Scholarships</td>
<td>$51,869</td>
<td>$10,404</td>
</tr>
<tr>
<td>Telecommunications</td>
<td>$1,336</td>
<td>$2,483</td>
</tr>
<tr>
<td>Equipment &amp; Library Materials</td>
<td>$5,621</td>
<td>$9,523</td>
</tr>
<tr>
<td>Other</td>
<td>$13,668</td>
<td>$84,668</td>
</tr>
<tr>
<td><strong>Total Expenses</strong></td>
<td>$314,095</td>
<td>$419,296</td>
</tr>
<tr>
<td><strong>Net Revenue</strong></td>
<td>$4,024</td>
<td>$(29,846)</td>
</tr>
<tr>
<td>Revenue</td>
<td>1st Quarter</td>
<td>2nd Quarter</td>
</tr>
<tr>
<td>----------------------------------------------</td>
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### Expenses

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<th>3rd Quarter</th>
<th>Total</th>
<th>April</th>
<th>May</th>
<th>June</th>
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<th>FY16 Actual / Projection</th>
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<td>($29,200,706)</td>
<td>($29,846,000)</td>
<td>$645,294</td>
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OVERVIEW OF FIVE-YEAR REPAIR AND IMPROVEMENT PLANNING CAPITAL PROJECT PLANNING

Briefing as presented at the meeting.
REGULAR COMMITTEE UPDATE ON ENTERPRISE RISK MANAGEMENT INITIATIVE

Dr. Alan Phillips will give an update on Enterprise Risk Management Initiative.
Agenda Item 8.b.9.  
June 16, 2016  

Information  

FISCAL YEAR 2015 EXTERNAL AUDIT SUMMARY  

Alan Phillips, Vice President of Administration and Finance, will give a summary of the Fiscal Year 2015 External Audit Summary.
NEW EXECUTIVE ORDER 16-04

James Guagliardo will discuss Governor Bruce Rauner’s new Executive Order 16-04.
EXECUTIVE ORDER 2016-04

WHEREAS, the Governor has the constitutional authority, pursuant to Section 2 of Article XIII of the Illinois Constitution, to establish and enforce ethical standards for the executive branch; and

WHEREAS, the Governor’s authority under Section 2 of Article XIII of the Illinois Constitution allows the Governor to establish and enforce ethical standards above and beyond those already provided by legislation, regulation, or any employment contract (see Illinois State Employees Association v. Walker, 57 Ill. 2d 512 (1974)); and

WHEREAS, the Governor’s enforcement power under Section 2 of Article XIII of the Illinois Constitution includes without limitation the ability to impose appropriate discipline on employees properly found to have engaged in misconduct; and

WHEREAS, the State Officials and Employees Ethics Act (5 ILCS 430) (the “Ethics Act”) established the Office of Executive Inspector General for the Agencies of the Illinois Governor (“OEIG”) to investigate misconduct in agencies, boards, and commissions under the jurisdiction of the Governor; and

WHEREAS, the Department of State Police Law (20 ILCS 2605/2605-50) established the Illinois State Police, Division of Internal Investigation (“ISP DII”) to initiate internal State Police investigations and to investigate allegations of criminal misconduct in agencies, boards, and commissions under the jurisdiction of Governor; and

WHEREAS, Administrative Order 6 (2003) purported to clarify the duties and responsibilities of the OEIG and the ISP DII, and to set forth procedures for investigating and reporting allegations of misconduct by State officeholders, appointees, employees, and vendors, as well as incidents at State facilities; and

WHEREAS, upon reviewing the policies and procedures set forth in Administrative Order 6 (2003), the Office of the Governor and the OEIG concluded that those policies and procedures must be updated and strengthened to ensure that the OEIG, ISP DII, and agency inspectors general have the tools needed to investigate unethical conduct and corruption and enforce ethical standards in the executive branch;
THEREFORE, I, Bruce Rauner, Governor of Illinois, by virtue of the executive authority vested in me by Section 2 of Article XIII and Section 8 of Article V of the Constitution of the State of Illinois, do hereby order as follows:

I. DEFINITIONS

“Agency Head” means, with respect to a State Agency, the head of that State Agency, whether titled Director, Secretary, or otherwise.

“Agency Inspector General” means each inspector general of a State Agency, other than the OEIG, including without limitation each of the inspectors general of the Department of Child and Family Services, the Department of Healthcare and Family Services, the Department of Human Services, the Illinois State Toll Highway Authority, and any other statutorily-created inspector general of a State Agency.

“CMS” means the Department of Central Management Services.

“Ethics Officer” means, with respect to a State Agency, the ethics officer designated for that State Agency pursuant to Section 20-23 of the Ethics Act.

“Executive Inspector General” means the Executive Inspector General appointed by the Governor pursuant to Section 20-10 of the Ethics Act.

“Misconduct” or “misconduct” means any fraud, waste, abuse, mismanagement, misconduct, nonfeasance, misfeasance, malfeasance, or violation of law, rules, regulations, or court orders, including without limitation violations of the Ethics Act and/or the Criminal Code of 2012 (720 ILCS 5).

“State Agency” means any officer, department, agency, board, commission, or authority of the Executive Branch of the State of Illinois under the jurisdiction of the Governor for the purposes of Section 20-10(c) of the Ethics Act.

“State Employee” means any officer, employee (including without limitation full-time, part-time, and contractual employees), appointee (including without limitation paid and unpaid appointees), or person holding a similar position in any State Agency.

II. REVOCATION OF ADMINISTRATIVE ORDER 6 (2003)

Administrative Order 6 (2003) is revoked and rescinded. All policies and procedures set forth in Administrative Order 6 (2003) are replaced in their entirety by the policies and procedures set forth in this Executive Order.

III. RETALIATION IS NOT TOLERATED

The State of Illinois does not tolerate retaliation against State Employees who raise genuine concerns about unethical, inappropriate, or illegal behavior. No State Employee shall retaliate against, punish, or penalize any person for complaining to, cooperating with, or assisting with an investigation or inquiry by a State Agency, the OEIG, ISP DII, or law enforcement. Any State Employee who violates this provision shall be subject to disciplinary action, up to and including discharge.

IV. ADOPTION OF A CODE OF PERSONAL CONDUCT

Pursuant to my authority under Section 2, Article XIII of the Illinois Constitution and Section 5-5(a)(i) of the Ethics Act, I direct CMS to adopt and implement a Code of Personal Conduct for all State Employees. I further authorize CMS, on my behalf, to file such Code of Personal Conduct with the Executive Ethics Commissions pursuant to Section 5-5(b) of the Ethics Act within 100 days of this Executive Order. Any State Employee who knowingly violates the Code of Personal Conduct, with the intent to defraud the State of Illinois, violates the Ethics Act and shall be subject to disciplinary action under the Ethics Act as set forth

V. STATE AGENCIES AND EMPLOYEES HAVE THE RESPONSIBILITY TO REPORT AND INVESTIGATE MISCONDUCT

Administrative Order 6 (2003) stated that State Employees must report alleged misconduct to the OEIG and must cooperate in OEIG investigations. However, that order also stated that only the OEIG had the authority to conduct internal State Agency investigations. This restriction led on many occasions to State Agencies failing to conduct their own investigatory and discipline processes when there were allegations of serious and often ongoing wrongdoing, allowing unethical behavior and other misconduct to thrive in State government without State Agencies or the Governor taking appropriate remedial action.

To ensure that allegations of misconduct that may be causing harm to taxpayers, State Employees, or recipients of State services are being addressed quickly and fairly, all State Agencies and State Employees must adhere to the following procedures:

1. Reporting of Information: In addition to all other statutory and State Agency reporting requirements, each State Employee shall report promptly to the OEIG and/or their Ethics Officer any information concerning alleged misconduct by a State Employee or vendor. The knowing failure of any State Employee to so report shall be cause for discipline, up to and including discharge. The knowing provision of false information to the OEIG and/or Ethics Officer by any State Employee shall be cause for discipline, up to and including discharge.

2. Duty to Cooperate: Each State Agency and State Employee shall cooperate with, and provide assistance to, the OEIG in the performance of any investigation. In particular, each State Agency shall make its premises, equipment, personnel, books, records, and papers readily available to the OEIG. OEIG staff may enter the premises of any State Agency at any time, without prior announcement, if necessary for the successful completion of an investigation. In the course of an investigation, OEIG staff may question any State Employee serving in, and any other person transacting business with, a State Agency, and may inspect and copy any books, records, or papers in the possession of a State Agency, including without limitation those made confidential by law, taking care to preserve the confidentiality of information that is made confidential by law and is contained in any response to questions or in any book, record, or paper. Consistent with these duties, State Agencies shall consider the OEIG to be a “law enforcement agency.” The OEIG may compel any State Employee to truthfully answer questions concerning any matter related to the performance of his or her official duties. If so compelled, no statement or other evidence derived therefrom may be used against such State Employee in any subsequent criminal prosecution other than for charges of perjury or contempt arising from such testimony. The refusal of any State Employee to answer questions if compelled to do so shall be cause for discipline, up to and including discharge.

3. Responsibilities of Ethics Officers: Each Ethics Officer shall act as his or her State Agency’s primary liaison to the OEIG. Each Ethics Officer must promptly notify the OEIG of any allegations of misconduct after receiving such information. The notification should include all information known about the allegations and identities of potential witnesses. In addition, each Ethics Officer shall ensure that his or her current contact information, as well as the contact information for any other State Employee at the State Agency whose primary responsibility involves conducting or overseeing internal investigations, is provided to the OEIG.

4. Internal Agency Investigations: After referring an allegation to the OEIG in the manner set forth above, a State Agency shall take whatever further investigative or disciplinary action it deems appropriate, unless the OEIG has specifically requested, in writing, that the State Agency refrain from taking further action. In certain circumstances, the OEIG may request that a State Agency conduct an internal investigation into allegations referred to the State Agency by the OEIG. In such cases, the Agency Head and the Ethics Officer shall immediately refer the allegations to a designated person or unit within the State Agency to
investigate. The OEIG may require a written response regarding the State Agency’s internal investigation and outcome. The State Agency must respond to these requests for a response in a timely manner. If the State Agency’s internal inquiry develops information suggesting that the conduct alleged is more serious, widespread, or in any way different than originally reported, the State Agency shall contact the OEIG before continuing the investigation.

VI. OEIG AUTHORITY TO REVIEW HIRING AND EMPLOYMENT FILES

Pursuant to Section 20-20(9) of the Ethics Act, the OEIG has the authority to review hiring and employment files of each State Agency within its jurisdiction. Pursuant to this authority, the OEIG initiated a unit dedicated to the review of hiring and employment files: The Division of Hiring and Employment Monitoring. Each State Agency and every State Employee shall cooperate with, and provide assistance to, this division of the OEIG in the performance of any hiring and/or employment review. In particular, each State Agency shall make its premises, equipment, personnel, books, records, and papers readily available to the OEIG. In the course of a hiring and/or employment review, OEIG staff may, without prior announcement, request background and/or procedural information from any State Employee serving in, and any other person transacting business with, a State Agency, and may inspect and copy any books, records, or papers in the possession of a State Agency, including without limitation those made confidential by law, taking care to preserve the confidentiality of information that is made confidential by law and is contained in responses to questions or in books, records, or papers. OEIG staff may also monitor the interview and/or selection processes utilized by or within each State Agency.

VII. PROCEDURES FOR CERTAIN CRIMINAL CONDUCT AND EMERGENCY SITUATIONS

Certain incidents involving potential criminal conduct and other emergency situations must be reported immediately to the appropriate law enforcement agencies. In the event of an emergency situation requiring an immediate police response, the Illinois State Police, county, or municipal police agency that can provide the fastest response should be contacted. Examples of such emergency criminal situations include illegal use or unlawful possession of a weapon, bodily injury or immediate threat of bodily injury, narcotics-related activity, criminal sexual assault, or death. In the event of an emergency criminal situation, State Agencies and State Employees must adhere to the following procedures:

1. Report to ISP DII: If another police agency was contacted in an emergency criminal situation, the ISP DII also should be contacted promptly.

2. Preservation of Evidence: The State Agency shall ensure the preservation of the scene of the incident, the security of the evidence, the maintenance of accurate records relating to the condition of the victim, and other relevant information. Each State Agency facility shall adopt and maintain procedures that guarantee the preservation of evidence. Non-law enforcement State Employees shall be advised not to disturb the scene until law enforcement personnel arrive. Non-law enforcement State Employees shall not take or initiate any investigation or action unless directed to do so by law enforcement officers. If any law enforcement official asks non-law enforcement State Employees of a facility to take action, the non-law enforcement State Employees shall promptly document investigative activity and retain any physical evidence gathered as a result of the inquiry.

3. Reports and Records: The State Agency shall maintain all relevant documents and attachments related to the incident. Any written record shall be confined to a concise summary of the facts, and shall not contain conclusions or opinions. The State Agency shall maintain related records in compliance with the State Records Act (5 ILCS 160) and for a period of at least five years after the close of the incident investigation.

4. Special Procedures for Allegations of Physical Abuse: All suspected patient/resident/inmate abuse, criminal sexual abuse or other incidents involving physical abuse for which State Employees are allegedly responsible, or in which State Employee negligence could have been a factor, shall be reported immediately to the respective Agency Head or designated administrative personnel. Any initial action taken should be
limited to assessing whether the conduct described has occurred. If an incident has, or appears to have occurred the matter should be treated as follows:

a. Patient/Resident/Inmate Abuse or Neglect: Upon receiving notification of alleged abuse to a patient, resident, or inmate in a State Agency facility by State Employees, the administrator of the relevant facility shall immediately:

i. Have a physician examine and treat the patient, resident, or inmate and document his or her physical condition.

ii. Conduct a preliminary inquiry to establish that an incident of abuse has or appears to have occurred, and preserve all evidence and the integrity of the scene of the incident.

iii. Notify the Illinois State Police or other law enforcement agency if the need for immediate response by law enforcement is necessary. If the Illinois State Police was not notified in the first instance, the ISP DII shall be notified promptly.

iv. Conduct further inquiry into the incident if requested to do so.

v. Report any incident of patient, resident, or inmate abuse involving a person under the age of 18 years old in accordance with the Abused and Neglected Child Reporting Act (325 ILCS 5) to the Department of Children and Family Services within 24 hours after learning of such incident.

b. Criminal Sexual Abuse: If an alleged incident involves the criminal sexual abuse of a patient, resident, or inmate in a State Agency facility, the relevant facility administrator shall ensure that a physician examines the victim, utilizing a rape kit, as soon as possible after the alleged criminal sexual abuse. Such examination will be conducted to check the physical well-being of the victim, confirm injuries to the victim and document/obtain any physical evidence of any crime. All evidence should be obtained and preserved and clinical documentation completed. The facility administrator or his or her designee shall promptly notify the ISP DII.

c. Death: In accordance with the Counties Code (55 ILCS 5/3-3013), any death occurring in a State Agency facility shall be reported to the coroner of the county in which the State Agency facility is located. In addition, in accordance with the Mental Health and Disabilities Code (405 ILCS 5/5-100), notice of death of a patient or resident (a change of status report) shall be given to the Clerk of the Circuit Court which committed the patient or resident, and other notifications and reports required by law, rules, or policies of the caretaker State Agency shall be made. All deaths other than by natural causes must be immediately reported to the ISP DII.

5. Special Procedures for Allegations of Attempted Bribery: Illinois law requires all State Employees to report attempted bribery. In general, bribery is an offer or solicitation of property (including without limitation money) or personal advantage with the intent to improperly influence a public employee in the performance of any act relating to his or her employment (720 ILCS 5/33 1). By law, State Employees must report all offers of bribes to the Illinois State Police (720 ILCS 5/33-2). Any employee who has reasonable grounds to believe that an attempt to bribe has been made or suggested shall (a) avoid any statement or implication indicating acceptance or non-acceptance of the bribe, and (b) immediately report the matter to supervisory personnel. A supervisor must promptly report all incidents of attempted bribery to the ISP DII. State Employees shall cooperate fully and completely in all bribery investigations and any matters relating to the investigation. The ISP DII shall immediately notify the local State’s Attorney and the OEIG, and initiate an investigation.
VIII. ENSURING COORDINATION BETWEEN AGENCY INSPECTORS GENERAL

1. Background

Administrative Order 6 (2003) stated that “in agencies where the position of inspector general is governed by statute, the inspectors general shall, by this Order, report to the OEIG. These agency inspectors general shall otherwise continue to operate and function as set forth in relevant sections of the Illinois Compiled Statutes and the Illinois Administrative Code.”

Coordination among Agency Inspectors General and the OEIG ensures efficiency and effectiveness through cooperation in investigatory efforts and the sharing of resources and information. Although this reporting system has been in place for over 13 years, the efficiency and effectiveness of the Agency Inspectors General and the OEIG continue to be limited by disconnects in communication, redundant functions, and “siloed” operations.


In State Agencies with an Agency Inspector General, the Agency Inspector General shall report to the OEIG. Because State Agencies with Agency Inspectors General benefit from receiving inspector general services that are specific to that State Agency, State Agencies with Agency Inspectors General shall continue to employ their respective Agency Inspector General and related staff, and shall continue to be responsible for all costs associated with the operations and activities of their respective Agency Inspector General and related staff. Except as set forth herein, Agency Inspectors General shall otherwise continue to operate and function as set forth in relevant sections of the Illinois Compiled Statutes and the Illinois Administrative Code.

To strengthen the reporting by the Agency Inspectors General to the OEIG that has been in place since 2003, and to ensure greater effectiveness of, and coordination between, the OEIG and the Agency Inspectors General, beginning on the date of this Executive Order:

a. The Executive Inspector General and the Agency Inspectors General shall meet bimonthly at a place and time set forth by the Executive Inspector General in order for the Agency Inspectors General to report to the Executive Inspector General on investigations and for the Executive Inspector General and the Agency Inspectors General to coordinate investigatory efforts.

b. The Executive Inspector General and the Agency Inspectors General shall share resources and coordinate investigations to reduce costs and operate more efficiently.

c. The Executive Inspector General shall review and approve the allocation of Agency Inspectors General staff and resources to ensure that investigations are conducted in an effective and impartial manner.

d. Agency Inspectors General shall report to and consult with the Executive Inspector General on all investigative reports that include findings of misconduct or other wrongdoing and the recommended corrective action contained in such reports before a report is finalized.

e. The Executive Inspector General shall set forth other reporting policies and procedures that she deems appropriate, and the Agency Inspectors General and their respective staffs shall follow such policies and procedures in accordance with this Executive Order.

IX. SAVINGS CLAUSE

This Executive Order does not contravene, and shall not be construed to contravene, any federal law, State statute, or collective bargaining agreement.

X. PRIOR EXECUTIVE ORDERS

This Executive Order supersedes any contrary provision of any other prior Executive Order.
XI. SEVERABILITY CLAUSE

If any part of this Executive Order is found invalid by a court of competent jurisdiction, the remaining provisions shall remain in full force and effect. The provisions of this Executive Order are severable.

Issued by Governor: February 26, 2016
Filed with Secretary of State: February 26, 2016

Bruce Rauner, Governor
INTERNAL AUDIT DEPARTMENT QUALITY ASSURANCE REVIEW

Director of Internal Audit Danielle Schultz will provide the committee members with an update on the recently completed external review of NIU’s internal audit function.
STATE BUDGET UPDATE

On April 22, 2016, the Illinois House and Senate passed an emergency budget for higher education. Senate Bill 2059 HA3 passed by a vote of 106-2 in the House and 55-0 in the Senate signaling nearly unanimous bipartisan support. On April 25, 2016, the Governor signed the measure into law (P.A. 99-0502) and the state comptroller has announced she will begin processing payments to universities for operations and MAP immediately. This emergency or “stop-gap” budget is aimed at helping colleges and university survive the summer months. Funds to support the budget are available in the Education Assistance Fund, which receives a small portion of revenues generated by state income taxes. Leaders in the legislature and in the Governor’s office have stated this will not be the only higher education funding provided for FY 2016; we are hopeful a full-year budget for FY2016 and FY2017 will be forthcoming and we are working toward that end.

The emergency budget provides NIU with $26.4 million for operations, which equates to about 29 percent of the FY 2015 final appropriation. Most other Universities also received between 29 percent and 30 percent of their previous year appropriation (see Table 1), with the exception of Chicago State University which received about 55 percent. The bill also provides the Monetary Award Program (MAP) with $169.8 million. ISAC will use this funding to process fall 2015 MAP awards. This emergency budget also provides partial funding to IMSA and Community Colleges.
Table 1

<table>
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<th>PUBLIC UNIVERSITIES</th>
<th>BASE FY 2015</th>
<th>SB 2046 FY 2016</th>
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</tr>
<tr>
<td>Southern Illinois System</td>
<td>204,151.8</td>
<td>199,558.5</td>
<td>186,599.5</td>
<td>57,482.2</td>
<td>(142,076.3)</td>
</tr>
<tr>
<td>University of Illinois System</td>
<td>662,083.3</td>
<td>647,186.4</td>
<td>605,119.2</td>
<td>180,094.1</td>
<td>(467,092.3)</td>
</tr>
<tr>
<td><strong>Total</strong></td>
<td><strong>1,229,438.5</strong></td>
<td><strong>1,201,776.6</strong></td>
<td><strong>842,172.2</strong></td>
<td><strong>1,123,705.1</strong></td>
<td><strong>350,059.1</strong></td>
</tr>
</tbody>
</table>

| ISAC/Monetary Award Program | $373,254.5 | $364,856.3 | $373,254.5 | $397,073.1 | 169,798.7 | (195,057.6) | -53.46% |

*Also includes $6,000.0 for IMSA and $74,142.3 for Community Colleges.*
FEDERAL RELATIONS UPDATE

This item provides information on federal issues that impact the University.

Congress
Congress has remained focused on Fiscal Year 2017 (FY17) legislation this quarter. As was the case last year, despite the Republican majorities’ desire to complete the federal budget process through regular order, partisanship makes it increasingly likely that a continuing resolution will be needed to keep at least part of the federal government operational at the start of FY17 on October 1, 2016.

The appropriations process this year is particularly fraught because of the upcoming elections in November 2016 and the condensed legislative calendar. Neither the House nor the Senate has passed their budget resolution which would set the overall budget blueprint for FY17. Therefore, the Senate and House Appropriations Committees are proceeding with the FY17 top-line funding values from the Bipartisan Budget Act of 2015. FY17 funding levels for most of NIU’s priorities areas in education and research are expected to be flat or slightly above FY16 enacted levels. In March 2016, NIU weighed in with the Illinois congressional delegation on the FY17 appropriations process by submitting appropriations programmatic requests for agencies encompassing NIU’s federal funding portfolio.

Beyond the appropriations process, Congress is expected to make little headway on passing authorizing legislation pertinent to NIU. Unfortunately, this means that the reauthorization of the Higher Education Act is not expected to proceed until the new Congress convenes in 2017.

The Administration
The Obama administration remains active despite entering the twilight of its tenure.

Department of Labor Overtime Rule Change
The U.S. Department of Labor (DOL) proposed a rule on white-collar exemptions to the Fair Labor Standards Act’s overtime regulations that would be costly for NIU and other higher education institutions. DOL’s proposed rule would significantly increase the minimum income threshold for exemptions to overtime pay requirements by 113 percent, from $23,660 annually to $50,440. Under the proposed rule, this increase would occur all at once rather than staggered over time. NIU has expressed our concerns about this rule to our congressional delegation but there is significant political momentum driving the implementation of this rule as written.

The Cancer Moonshot Initiative
President Obama signed a Presidential Memorandum and VP Biden convened the Cancer Moonshot Task Force, creating an interagency task force aimed at removing bureaucratic hurdles and supporting scientific advances to end cancer “as we know it” over the next five years. The Task Force convenes over 13 federal agencies including the Department of Health and Human Services, Defense, Energy, National Science Foundation, and National Institutes of Health.

Secretary of Education Appointment
On March 14th, John B. King, Jr. was confirmed as Secretary of Education by a vote of 49-40. The priorities for his short tenure include implementation of the Every Student Succeeds Act (a reworking of the No Child Left Behind Act) and improving oversight of student loan servicers.
Federal Engagement with NIU

NIU Weighs in on ‘Super Science Tuesday’
On March 1st, NIU students and faculty participated in the “Super Science Tuesday” national video campaign answering the question “Why should science matter to our presidential candidates?” The campaign calls attention to the need to maintain America’s leadership in scientific discovery and innovation and was accompanied by national and local op-eds authored by Interim Vice President for Research, Dr. Gerald C. Blazey. The campaign materials were viewed at least 50,000 times in the first 48 hours. Boston University, Florida State University and Stony Brook University also participated in this Science Coalition-led project.

NIU Shares Priorities with Congress and Federal Agencies in Washington, D.C.
NIU faculty, administrators, and students regularly engage with Members of Congress and their staff and federal agency officials on issues of importance to NIU, including:

- On February 1st, Senator Durbin highlighted NIU’s proton CT scan research during a speech on the Senate floor. NIU is the only university he mentions in the speech.

- On February 18th-19th, Associate Professor of Geology Melissa Lenczewski met with federal officials from USAID, the U.S. Department of State, and the National Science Foundation to discuss opportunities to internationally expand her water research program.

- On March 9th, Professor of Physics Dhiman Chakraborty spent time on Capitol Hill discussing his NSF-funded research and educational outreach programs. He met with the office of Sen. Durbin and offices of Reps. Foster, Hultgren, LaHood, and Lipinski, all four members of the Illinois delegation on the House Science Committee.

- On March 15th, Dean Chris McCord and Assistant Professor of Physics Jahred Adelman met with Congressman Randy Hultgren as well as the office of Sen. Durbin and offices of Representatives Duckworth, Kinzinger, Lipinski, and Quigley to discuss FY17 priorities and updates from campus. As a successful outcome, every office submitted at least one letter of support to their Appropriations Committee requesting increased funding for NIU priority agencies, such as the Department of Energy Office of Science, National Science Foundation, and Department of Education.

- On March 16th, a federal official from the U.S. Department of State met with 20 NIU political science students to discuss career opportunities.

- On April 20th, NIU senior student Ivanna Khmelovska met with Senator Kirk, the office of Senator Durbin, and the offices of Reps. Foster, Kinzinger, and Lipinski to discuss her experience as an NIU student and to urge strong federal support for science research and education programs. She was in town attending a three day science policy training workshop hosted by the American Association for the Advancement of Science.

- On April 26th, Associate Professor of Computer Science Mike Papka participated in the 22nd Annual Coalition for National Science Funding (CNSF) Exhibition and Reception on Capitol Hill and met with the offices of Reps. Foster, Hultgren, LaHood, and Lipinski, all four members of the Illinois delegation on the House Science Committee, and the office of Rep. Kinzinger. He showcased his NSF-supported Array of Things research to over 200 Exhibition attendees, including congressional staff and agency officials.

- On April 27th, Representative Kinzinger met with 60 participants in the U.S. Department of State-sponsored NIU Southeast Asian Youth Leadership Program and faculty from the Center for Southeast Asian Studies.
In the third quarter (January 1 – March 31) of FY 16, faculty and staff submitted 74 proposals totaling $23.5 million and received 45 awards totaling $3.1 million. Cumulative external funding through the end of the third quarter (Qtr. 3) was $17.2 million (Figure 1).

SPA has one more quarter before reporting total sponsored funding for FY 16 and a number of factors will affect this final total. These factors include agency review and award processing schedules and yearend university sales reports to SPA. Based on past fourth quarter funding trends and a review of awards in the pipeline, a conservative estimate for total FY 16 funding is $25 million.

NIU's sponsored funding levels have generally held steady over the last 5 years, with the exception of FY 11 when the American Recovery and Reinvestment Act (ARRA) infused NIU with one-time funding of over $48 million to build out broadband infrastructure and conduct polar research. FY 11 also marked the conclusion of NIU’s long-standing (10+ -year) history of receiving earmark awards with the last congressionally directed earmark award for $9 million to conduct proton therapy research.
With 26 federal grant-making agencies supporting a myriad of programs, the Federal government is NIU’s largest source for sponsored funding and our largest source of external funding for research. Since FY 11, funding for research at NIU has generally followed national funding trends during this time, namely sequestration that capped federal agency funding at historically low levels and for which they are now beginning to recover.

Of the top 5 colleges and administrative divisions receiving sponsored research funding since FY 11, the College of Liberal Arts and Sciences (LA&S) consistently held the largest share due to their broad program portfolio, range of disciplines, and number of full-time faculty. The ~$9 million in research funding for University Outreach in FY 11 reflects the earmark award for proton therapy research. Based on projections through the end of FY 16, LA&S will again secure the majority of sponsored research funding at NIU.

The potential decline in FY 16 funding is partially attributed to the expiration of two awards with a combined value of $2.1 million through the College of Education and the College of Engineering and
Engineering Technology (CEET). Further, applications for funding are down 23% over this time last year for reasons not entirely known. SPA will continue to work with the Office of the Vice President for Research to understand these funding trends and the underlying factors influencing them and will continue to report findings to the Board.

It is worth noting that despite the current landscape, NIU faculty and staff continue to work hard to secure sponsored funding. For example, PI Academy alum and Geology Professor Justin Dodd secured his first National Science Foundation (NSF) award ($200,000) to study ice sheet dynamics, and Christine Mooney secured private funding to implement a campus start-up accelerator program for NIU students. Both of these awards advance NIU’s teaching and research missions while promoting the University as a student centered research institution.

![Figure 4]
ENGINEERING RESEARCH OVERVIEW

The College of Engineering and Engineering Technology (CEET) has been very active and responsive to NIU’s mission in terms of research, partnerships, and innovation. Our faculty have demonstrated success in establishing a strong research track record in advanced manufacturing, engineering education, and active noise/vibration control. We also have been successful in forging partnerships with regional industries, school districts, and community colleges in response to their needs for engineering services, teacher professional development, and workforce development.

For example, CEET was among two national entities who received a $2.5M grant from NIST in partnership with Northwestern University. CEET was also an active member in the writing team led by UI Labs to win and establish the $320M Digital Manufacturing and Design Innovation Institute (DMDII). CEET in partnership with RVC, RAEDC, and NIU Rockford won a $2.4M grant from the Department of Commerce and Department of Labor to accelerate growth of small and medium enterprises in the Rockford region for their aerospace cluster workforce development and branding. Research activities in Digital Signal Processing resulted in a major licensing agreement with Invictus Medical for making neonatal intensive care units (NICU) more conducive to newborns’ cognitive development. The Invictus partnership resulted in a major phase I STTR grant from NSF for $240,000 to help with technology development and market transitioning of advanced NICUs. Currently, efforts are underway for the phase II of this program.

FY 2012 to FY 2015 Research

- Total amount of funding: $13.7M vs. NIU $128.3M (11%) and vs. LAS $47.9M (29%)
- Number of faculty members receiving grant awards: 36

CEET has been very active in providing the following service to promote faculty research productivity:

- Mentor and identify funding opportunities for faculty and research clusters
- Assist faculty with proposal development and strategic steering
- Facilitate interface with internal and external partners for collaborative proposals
- Assist the faculty with market transition and commercialization of their inventions in collaboration with Technology Transfer Office (TTO)
- Assist the faculty to enhance and upgrade their laboratory facilities in collaboration with other academic and administrative units
- Seek and provide financial assistance for faculty to advance their research agenda
- Seek and provide financial assistance for graduate student support
- Develop and manage graduate programs and their offerings to our external partners (For example: the MS MEE program at Navistar)
CEET originating/contributing IP and licensing agreement summary

**Licensing Agreements**

Invictus Inc., “Apparatus, System and method for noise cancellation and communication for incubators and related devices” and “Electronic Pillow for Abating Snoring/ Environmental Noses, Hands Free Communications, and Non- Invasive Monitoring and Recording”


Tagnetics Inc, “RFID Tags using magnetic coupling”

**Issued Patents (active and NIU or NIRF owned)**


  - US patent # 8,325,934 issued December 4, 2012 “Electronic Pillow for Abating Snoring/ Environmental Noses, Hands Free Communications, and Non- Invasive Monitoring and Recording” Inventor: Sen M. Kuo (Invictus license) – continued strong third party interest in other fields of use

  - European patent #EP2 217 113 issued July, 2015 “Electronic Pillow for Abating Snoring/ Environmental Noses, Hands Free Communications, and Non- Invasive Monitoring and Recording” Inventor: Sen M. Kuo - validated in France, Germany and Great Britain (Invictus license) – continued strong third party interest in other fields of use

  - Japan patent #JP5406996 issued February 2, 2013 “Electronic Pillow for Abating Snoring/ Environmental Noses, Hands Free Communications, and Non- Invasive Monitoring and Recording” Inventor: Sen M. Kuo (Invictus license) – continued strong third party interest in other fields of use


  - US patent #8,226,503 issued July 24, 2012 “Football Blocking Simulation Apparatus” Inventors: C. Rusch, Bork, Newquist (CEET student team)

  - US patent #8,991,636 issued March 31, 2015 “Web insulation system, valve for a web insulation system, and a storage container using the web insulation system” Inventors: Elegant research team – special arrangement w/ Dean Vohra

  - US patent #9,279,540 issued March 8, 2016 “Web insulation system, valve for a web insulation system, and a storage container using the web insulation system” Inventors: Elegant research team – special arrangement w/ Dean Vohra

  - US patent #8,991,150 issued March 31, 2015 “High specific impulse superfluid and nanotube propulsion device, system and propulsion method” Inventors: Elegant research team – special arrangement w/ Dean Vohra

US patent #9,247,346 issued January 26, 2016 “Apparatus, System and method for noise cancellation and communication for incubators and related devices” Inventors Sen M. Kuo, L. Liu (Invictus license) – continued strong third party interest in other fields of use

**Patents applied for (NIU or NIRF owned)**

US application 14/668,620 “System and Method for Wireless Positioning and Location Determination” Inventor: L. Liu

US Application 14/965,176 “Apparatus, System and method for noise cancellation and communication for incubators and related devices” Inventors: Sen M. Kuo, L. Liu (Invictus license) – continued strong third party interest in other fields of use


US application 14/670,117 “Exoskeleton for Essential Tremor & Parkinson’s Disease” Inventors: A. Gupta, R. Riddel, R. Sra

**Patents applications in process (NIU Co-owned with other institutions)**

Texas Tech, NIU and NREL are co-owners of “Ocean Wave Energy conversion system optimized for Energy Capture & Delivery of Utility Standard Power” D. Zinger et al
AUTHORIZATION TO RETAIN EXECUTIVE SEARCH SERVICES
TO SUPPORT COMPONENTS OF A SEARCH FOR THE NEXT PERMANENT DEAN OF THE
COLLEGE OF ENGINEERING & ENGINEERING TECHNOLOGY

At the May 29, 2014 Special Board meeting, the Board authorized the President to select executive search firms for the search for University Deans and that such selection be from the list of prequalified search firms. It was further recommended that the President periodically report back to the Board regarding selection and status of such searches.

In Fiscal Year 2016, there were successful national searches for the deans of the College of Business, College of Education, College of Law, and College of Visual and Performing Arts. These searches were supported by executive search firms, in accordance with the June 18, 2016 recommendation by the Board that authorized procurement of such services. Participants on the selection committee found the support provided by executive search firms to be valuable, particularly their assistance with the following aspects of the search process: construction of the position profile; active and passive candidate recruitment; and confidential management of applications and references prior to the public announcement of finalists.

In Fiscal Year 2017, a search will be initiated for the next permanent dean of the College of Engineering & Engineering Technology. Pursuant to the provisions of Public Act 97-0814 and the Northern Illinois University policy on the use of external search firms approved by the Board of Trustees on May 23, 2013, it is recommended that the Board authorize the President to retain such executive search services to assist with this search. Furthermore, it is recommended that a fee for service model be pursued, in order to allow the University to purchase selected components of the search process, thereby utilizing search firm services in a cost effective manner. To this end, firms prequalified by the Illinois Procurement Higher Education Consortium will be queried regarding the availability of this model, and an RFP for services may be done through the Procurement Office, following the appropriate process and procedure.

Due to the critical roles and functions that deans fulfill at the university and the further expansion of the dean role in fundraising and enrollment management, there is a justifiable need to use search firms for such positions, per paragraph (2) of the university’s policy.

**Recommendation:** It is recommended that the President be authorized to select executive search firm services to support the search for the dean of the College of Engineering and Engineering Technology. Furthermore, it is suggested that a fee for service model be pursued, in order to allow the University to purchase selected components of the search process, thereby utilizing search firm services in a cost effective manner. It is also recommended that the President report back to the Board regarding the selection and status of this search.
CLOSED SESSION MINUTES REVIEW AND RELEASE

The Illinois Open Meetings Act requires public bodies to review the minutes of their Closed Session Minutes on a semiannual basis and to determine what parts of the minutes they should make available to the public because they no longer require confidential treatment. Upon review and advice of the Board’s Parliamentarian, it is recommended that the Board approve no additional release from confidentiality of any of the previously unreleased sections of the Executive Session minutes at this time. Those sections which are still subject to confidentiality, together with sections from subsequent meetings, will be considered again in six months.
NAMING RIGHTS

Proposed University Facility Naming Standards: NAMING OF CAMPUS FACILITIES

1. INTRODUCTION AND PURPOSE

This document outlines protocol regarding the naming of facilities at Northern Illinois University. Naming opportunities are an integral part of efforts to secure major philanthropic gifts for the advancement of the University’s mission, but also an opportunity to recognize and honor eminent persons for outstanding service or contribution to NIU. To effectively guide this process, it is necessary to delineate standards to be followed, factors to be considered, and criteria to be employed prior to granting approval for a formal naming associated with any University facility.

The following standards ensure that the naming of University facilities involves careful deliberation and attention to the appropriateness of the name.

2. AUTHORITY

In considering the recommendation from the Vice President of University Advancement, the Vice President for Administration and Finance, and the Executive Vice President and Provost, or equivalent positions, to name facilities, the President and the Board of Trustees shall ensure compatibility with the vision and mission of NIU.

A. Board Authority: Sole and final approval for the naming of campus facilities is the responsibility of the Board of Trustees of Northern Illinois University as stated in Section VI. Physical Facilities, Subsection C. Naming of Facilities, of the Regulations of the Board of Trustees. The Board of Trustees of Northern Illinois University shall follow transparent, consistent, and accountable processes in the naming of facilities under its jurisdiction.

B. University Authority: The naming of all facilities on campus will conform to university standards and naming protocols as outlined in this Policy. This Policy will fall within the management jurisdiction of the Vice President for Administration and Finance, in close consultation with the Vice President of University Advancement and the Executive Vice President and Provost, or equivalent positions, and will be reviewed on an annual basis. If material changes or exceptions to the policy are necessary, they will be brought to the Board for approval prior to implementation.

C. Scope: The Board Regulation provides broad authority over all university facilities. Any contract or other agreement associated with the naming of a University facility, to include multi-media licensing agreements and sponsorship contracts, must be developed within the context of the Board’s authority and in accordance with university standards. Such agreements will undergo full review by the Vice President for Administration and Finance, the Executive Vice President and Provost, and the Vice President for
Advancement, or equivalent positions, prior to submission to the President for approval. Once approved at the university level, the President, after consultation with appropriate members of the university community, shall inform the Board of any proposed naming for a specified facility prior to the execution of a contract, or the acceptance of a philanthropic gift, that may result in a naming decision.

D. Division of University Advancement Authority: The Board shall delegate the authority to develop and recommend naming protocols for internal spaces within Facilities on campus to the Division of University Advancement or equivalent position.

E. Rooms and other areas within facilities: The naming of spaces internal to a building or facility shall be developed by the Vice President for University Advancement, in consultation with the Vice President for Administration and Finance and the Executive Vice President and Provost, or equivalent positions, and recommended for approval to the President. The naming of all internal spaces within Facilities on campus shall conform to university standards and naming protocols.

3. DEFINITIONS

A. Physical Facilities as defined by the Northern Illinois University Board of Trustees:

- Buildings
- Structures
- Stadia
- Commons
- Streets
- Drives
- Landscaped Areas
- Or any other property under the administrative control of the university

B. Interior Spaces and Other Facilities include:

- Rooms
- Atria
- Lobbies
- Food Service locations
- Wings
- Floors
- Lecture Halls
- Laboratories
- Common Areas
- And all other areas located within buildings or other facilities

C. Other definitions:

- Functional: Designed for, or suited to, a particular operation or use.
- Honorary: Conferring or implying honor or respect; generally defined as recognizing outstanding individuals distinguished in character or attainments, or by success in any walk of life.
• Philanthropic: The act of philanthropy; generally defined as gifts to the University which have real or in-kind monetary value.

• Original Facilities: Those facilities considered either technically original to the NIU campus, developed earlier in its history, and/or currently bearing a longstanding name (e.g. Holmes Student Center).

• Total project cost: The budgeted cost of project at the time of the gift.

4. GUIDELINES

A. Naming: Facilities should be named in such a way as to reflect the general activities for which the building is utilized. A building name may include a designation such as auditorium, center, gymnasium, hall, institute, school, laboratory, etc.

A.1 Honorary: Those individual(s) for whom Facilities are named or in whose honor a designation is bestowed must exemplify the values of the NIU. Additionally, the integrity of the honoree shall be beyond reproach. Facilities may be named for:

- Notable members of the university faculty and staff who have emeritus status or have been retired for five (5) years or more.
- Elected persons of the state, nation or country that are no longer living.
- Elected persons of the state, nation or country that have been retired for ten (10) years or more.
- Faculty, staff, alumni or friends of the University community who have made extraordinary contributions to the University or society. Honorees shall have achieved distinction in one or more ways:
  - Served the University in an academic capacity, achieved the highest scholarly distinction and earned a national or international reputation.
  - Served the University in an important administrative capacity, rendered distinguished service, and provided exceptional contributions to the University.
  - Contributed in truly exceptional ways to the welfare of the institution, state, or nation or achieved such unique distinction as to warrant recognition.

A.2 Philanthropic: For or by individual or corporate donors who provide significant gifts in support of Facilities and programs at the University.

A.3 Non-philanthropic sources: If the University/Foundation decides to fund a building project with funds other than donations, and/or a business plan with alternative/additional funding, consideration may be given as determined by the Vice President for Administration and Finance, in consultation with the Executive Vice President and Provost, and the Vice President for University Advancement.

A.4 Original facilities and longstanding honorary designations: It shall be the general practice to maintain historic and honorary names either attached to longstanding
campus facilities (e.g., Holmes Student Center), or where an honorary name has been attached to a facility for over 50 years. Renaming of such facilities will be considered in the context of emerging philanthropic or new honorary naming opportunity if the terms conform to university standards, have been reviewed and recommended by the Advisory Committee, and approved by the Board of Trustees. Considerations with regard to appropriate perpetuation of the prior name will be given, and may include, for instance, a plaque in or adjacent to a newly-named original building.

B. Signage: All new building signage shall conform to the University Signage Standards.

B.1 When an entire Facility is named for an individual, the actual name may appear on the façade of the structure, University signage, and campus maps as appropriate.

B.2 Space within named buildings (e.g., rooms, lounges, laboratories, performance spaces, lecture halls, etc.) may be further designated by plaques or tablets installed in buildings, but in complement and coordination with other recognition and designations within those buildings. All such identifications must be approved by the President based on recommendations from the Vice President for University Advancement in consultation with the Vice President for Administration and Finance and the Executive Vice President and Provost, or equivalent position.

B.3 Interior Signage minimum funding levels are determined by the Division of University Advancement in accordance with the NIU Foundation’s Gift Acceptance Policy and Donor Recognition Guidelines, and approved by the Vice President of Administration and Finance and the Executive Vice President and Provost, or equivalent positions.

B.4 Exterior Signage minimum funding levels:

<table>
<thead>
<tr>
<th>Signage Type</th>
<th>$500K to $1M</th>
<th>$1M to $10M</th>
<th>$10M +</th>
</tr>
</thead>
<tbody>
<tr>
<td>Standard university exterior signage</td>
<td>x</td>
<td>x</td>
<td>x</td>
</tr>
<tr>
<td>Prefinished anodized aluminum lettering not to exceed 1’in height on exterior of the building (academic buildings, e.g.)</td>
<td>x</td>
<td></td>
<td></td>
</tr>
<tr>
<td>Stylized signage on exterior of building as appropriate to building style and design (athletic facilities, e.g.)</td>
<td></td>
<td></td>
<td>x</td>
</tr>
</tbody>
</table>
B.5 Total cost for all signage shall be determined on a project basis and in accordance with the NIU Foundation’s *Gift Acceptance Policy* and *Donor Recognition Guidelines*.

B.6 When a named Facility has reached the end of its useful life and will be razed or the unit moves into a different Facility, the donors will be appropriately recognized in a related Facility. This stipulation does not override Facility Funding Categories listed in Section 5. A.1.

C. Changes or Removal of a Name:

C.1 To change the name of a Facility, the initiator must provide a proposal that includes a justification for the name change. If the change involves naming the Facility in honor of a person, the proposal must include a review of the accomplishments and/or contribution of the individual.

C.2 In certain circumstances, the University reserves the right, on reasonable grounds, to revoke and terminate its obligations regarding a naming, with no financial responsibility for returning any received contributions to the benefactor. These actions, and the circumstances that prompt them, may apply to an approved naming that has not yet been acted upon or to a conferred naming. Circumstances that may lead to such a consideration include, but are not limited to:

- Comprehensive renovation of, or addition to, a particular space.
- Failure by the honored person, family or organization to fulfill agreed upon obligations.
- The demolition of a facility or the discontinuation of an activity.
- Actions by an honored person, family or organization that is inconsistent with the values and mission of the university.
  - If the benefactor’s or honoree’s reputation changes substantially so that the continued use of that name may compromise the public trust, dishonor the University’s standards, or otherwise be contrary to the best interests of the University, the naming may be revoked.
  - In the instances where a decision has been made to revoke a naming in accordance with this policy, prior to final approval, the University shall provide the benefactor, or a representative of the benefactor, the opportunity to voluntarily relinquish the name from the University facility or academic unit, as the case may be.
  - However, caution must be taken when, with the passage of time, the standards and achievements deemed to justify a naming action may change and observers of a later age may deem those who conferred a naming honor at an earlier age to have erred. Namings should not be altered simply because later observers would have make different judgements.

This should be done judiciously, and involve the approval of the Vice President for Administration and Finance, the Vice President for Advancement, the Executive
Vice President and Provost, or equivalent position, the General Counsel, the University President, and the Board of Trustees.

D. Exceptions: There may be instances where exceptions will be granted to the guidelines above. These exceptions will be submitted to the board for consideration by the President based on recommendations from the Vice President for University Advancement in consultation with the Vice President for Administration and Finance and the Executive Vice President and Provost, or equivalent positions, and appropriate additional stakeholders.

5. FUNDING CRITERIA

A. Limited Terms: The length of time a Facility shall retain a name shall be based on the donation or funding provided.

A.1 Facility Funding Categories

<table>
<thead>
<tr>
<th>Total Cost</th>
<th>Project</th>
<th>Maintenance Endowment (5%)</th>
<th>Gift Level</th>
<th>Guaranteed For</th>
</tr>
</thead>
<tbody>
<tr>
<td>$1M to $5M</td>
<td>$50,000 - $250,000</td>
<td>$1,050,000 - $5,250,000</td>
<td>10 Years</td>
<td></td>
</tr>
<tr>
<td>$5M to $10M</td>
<td>$250,000 - $500,000</td>
<td>$5,250,000 - $10,500,000</td>
<td>15 Years</td>
<td></td>
</tr>
<tr>
<td>$10M to $20M</td>
<td>$500,000 - $1,000,000</td>
<td>$10,500,000 - $21,000,000</td>
<td>20 Years</td>
<td></td>
</tr>
<tr>
<td>$20M to $30M</td>
<td>$1,000,000 - $1,500,000</td>
<td>$21,000,000 - $31,500,000</td>
<td>30 Years</td>
<td></td>
</tr>
<tr>
<td>$30M to $40M</td>
<td>$1,500,000 - $2,000,000</td>
<td>$31,500,000 - $42,000,000</td>
<td>40 Years</td>
<td></td>
</tr>
<tr>
<td>$40M +</td>
<td>$2,000,000 +</td>
<td>$42,000,000 +</td>
<td>50 Years</td>
<td></td>
</tr>
</tbody>
</table>

A.2 Right of first refusal: A right of first refusal to renew a facility naming agreement shall be extended to coincide with the completion each gift term to the entity or person currently holding the name. The offer to renew shall be extended no later than one year prior to the expiration of the current naming agreement, and if no renewal is confirmed within 6 months of the expiration, the University will exercise its right to pursue renaming.

B. Facility Naming Criteria: When a facility is to be named in consideration of a financial contribution, the gift shall be received, or its future receipt shall be assured, through the appropriate signed gift agreement, before a naming action shall be taken as follows:

B1. Gift Considerations and Status at the Time of Naming:

B.1.1 Commitments to name a building, structure or exterior space must be related to contributions in cash, cash equivalents, marketable securities, or enforceable pledges to be paid in no longer than ten years.

B.1.2 Irrevocable planned gifts may generate current naming of facilities if current cash flow considerations are not an issue from a project financing perspective.
Such gifts will be credited at their face value with particular emphasis being given to the predictability of the long-term value of the irrevocable deferred gift.

B.1.3 Gift agreements for the naming of buildings, structures, or interior or exterior spaces (before construction completion) should allow for unrestricted use of the donated funds.

B.1.4 Pledges: In the case of facilities, gifts must be current use gifts and may include a maximum ten year pledge. If the pledged gift is to name new construction, renovation or other project with cash flow considerations, the timing of the payments should be such that sufficient dollars are available to cover project costs.

B.1.5 Combinations of revocable planned gifts and cash may occasionally generate current naming opportunities under the right circumstances. Each combination must be explained fully to the Vice President for Administration and Finance and Executive Vice President and Provost, or equivalent positions, and a case made for the appropriateness of the naming given the specifics of a particular gift. Emphasis will be given to cash flow requirements and the predictability of the long term value of the revocable deferred gift component, and the predictability of its receipt.

B.2. Minimums: The minimum contribution giving rise to the opportunity of naming an entire building, structure, or exterior space for new construction or renovations requires at least 51% of the total project cost, plus a 5% maintenance endowment. The naming could require more depending on the prominence/exposure and the ability of the university to acquire additional funding. New construction or renovation cannot commence until sources for 100% of the total project cost, including a 5% maintenance endowment, are identified.

B.2.1 New Facilities: 51% of the private fundraising goal for the project

B.2.2 Existing Facilities: 51% of the private fundraising goal for the project, if construction is to be done; or 51% of the currently assessed valuation of the building.

B.2.3 Addition to Existing Facilities: 51% of the private fundraising goal for the project

B.2.4 Renovations: 100% off the total project cost if project is less than $5,000,000.00; if project is greater than $5,000,000.00, 51% of the private fundraising goal of the project.

B.2.5 Outdoor Areas (i.e. courtyards, gardens, streets, fountains, benches, etc.): 100% of the total cost.

C. Programmatic Centers and other naming opportunities (Academic and Administrative):

C.1 Colleges, Schools, Institutes, Departments, Academic or Administrative Units. The
specific level for each unit will be determined by the Vice President for University Advancement, in accordance with the NIU Foundation’s Gift Acceptance Policy and Guidelines for Donor Recognition, and approved by the Vice President of Administration and Finance and the Executive Vice President and Provost, or equivalent positions.

C.2 A minimum of a $5,000,000.00 endowment gift is needed to name a programmatic center.

C.3 An alternate funding plan may be implemented with the approval of the Vice President for Administration and Finance and the Provost and in consultation with the Vice President for University Advancement, or equivalent positions. The Vice President for Administration and Finance, or equivalent position, retains the flexibility to negotiate alternative financial arrangements where the best interest of the University is served.

6. PROCEDURES

Northern Illinois University Board of Trustee Regulations: The President, after consultation with members of the university community, shall either make a confidential report to the Chair of the Board of Trustees (if donor confidentiality is an issue), or members of the Board in support of any proposed name for a specific Facility.

A. REVIEW PROCESS

A.1 Since naming facilities has a long-term impact on the University, the approval process is designed to ensure such action is in the best interest of the University. The Vice President for University Advancement, or equivalent position, shall conduct an initial review of all naming proposals submitted for consideration. The Vice President for University Advancement, or equivalent position, shall consult and receive general approval from the following university personnel, or equivalent positions, before making a recommendation to the President:

- Executive Vice President and Provost
- Vice President for Administration and Finance
- Senior administrator(s) from requesting units
- NIU Foundation Board (when funded by private donations)
- Advisory Committee (special circumstances)

A.2 Advisory Committee: An Advisory Committee, inclusive of representatives of the faculty, staff, the student body, and other such stakeholders as deemed appropriate, may be appointed by the President. The Committee shall be called upon in special circumstances for the purpose of review and recommendation in instances of:

- Honorary naming
- Proposed renaming of an Original Facility
- Other special circumstances, as deemed appropriate or beneficial
The Committee’s input and decision-making authority shall be limited where ethical principles, especially donor confidentiality, apply.

B. Submission Process

B.1. Honorary Naming: academic or administrative units that wish to honor an individual/corporation for outstanding contributions to the University or to the spirit of community within the university or the larger community, shall submit a Naming Request Proposal to the Vice President for University Advancement, or equivalent position, who shall consult with the Vice President for Administration and Facilities and the Executive Vice President and Provost, or equivalent positions.

B.1.1 The Naming Request Proposal developed. Must include:

- Letter of request for naming from dean, director or University administrator, indicating faculty support and detailing the appropriateness of the honorary naming;
- Supplemental information of the individual being honored with the naming of the facility of facility component (see Naming Request Proposal Form)

B.1.2 Review and recommendation: upon review and endorsement, the Vice President for University Advancement, in consultation with the Vice President for Administration and Finance and the Executive Vice President and Provost, or equivalent positions, will then present the Naming Request Proposal in confidence to the President.

B.1.3 Review and Approval by Board of Trustees: upon completion of the Naming Request Proposal review, the President will present the internally vetted and recommended honorary naming proposal to the Board of Trustees for approval.

B.2 Donor Naming

B.2.1 Consultation:

- When facilities have the potential to attract gifts, the appropriate development officer should first consult with the Chief Development Officer and the Vice President for University Advancement, or equivalent positions, regarding initial steps to be taken in securing such gifts.
- Prior to discussions with a donor regarding a naming opportunity, the Vice President for University Advancement will consult with the Executive Vice President and Provost, and the Vice President
for Administration and Finance, or equivalent positions, and the President, as required.

B.2.2 Naming Request Proposal developed: in discussing facility naming opportunities, the development officer will apprise the prospective donor regarding the review and approval process, and complete a Naming Request Proposal.

B.2.3 Division Review: the Vice President for University Advancement, or equivalent position, shall review all such proposals and take appropriate action as outlined in the Facility Naming Policy.

B.2.4 Donor Dialogue: when speaking with potential donors, all architectural renderings, construction models, or other plans should be identified as conceptual and not literal depictions of what the facility will ultimately be. During discussions, it will be emphasized that donors understand they shall not control the details of construction, furnishing, etc.

B.2.5 Gift Agreement: upon appropriate review, the donor, gift officer, and the Vice President for University Advancement, or equivalent position, will complete a gift agreement. Naming considerations to be taken into account in the agreement include:

- The clear and expressed term of the naming, including:
  - The life expectancy of the building, equipment, rooms, naming duration, etc.
  - Conditions under which the University might exercise authority to rename
  - The binding nature of pledge to a facility building project, and the specific and timely fulfillment of the pledge that will be relied upon and may be used as collateral for project financing
- Public recognition of the gift will proceed in accordance with this policy, the Gift Acceptance Policy and Donor Recognition Guidelines of the NIU Foundation.

B.2.6 Review and Approval by the Board of Trustees: upon completion of review, the Naming Request Proposal and Gift Agreement, the President will present the internally vetted and recommended facility naming proposal to the Board of Trustees for approval.

7. EFFECTIVE DATE AND APPLICABILITY

This policy shall be effective as of June 16, 2016, which is the official date upon which it was approved by the Northern Illinois University Board of Trustees. The policy is applicable to all
future naming instances from this date forward until such time as it is superseded by new policy, and is not applicable to any currently named facilities that were negotiated through a gift or naming agreement prior to this date with the exception of a future occurrence or circumstance as outlined in Section 4.C above.
Proposed Changes to the Regulations of the Board of Trustees:

Regulations of the Board of Trustees

SECTION VI. PHYSICAL FACILITIES

Subsection C. Naming of Facilities

1. GUIDELINES

   a) Facilities: The Board of Trustees has the exclusive authority to name all facilities at the university. Facilities shall be defined to include buildings, structures, stadia, commons areas and the like, but shall not include rooms or other areas within buildings. Such authority may be delegated as determined by the Board.

   b) Standards for the Naming of Campus Facilities: The naming of all Facilities on campus will conform to university standards as outlined in the University Facility Naming Policy. This Policy will fall within the management jurisdiction of the Vice President for Administration and Finance, in close consultation with the Vice President of University Advancement and the Executive Vice President and Provost, or equivalent positions, and will be reviewed on an annual basis. If material changes or exceptions to the policy are necessary, they will be brought to the Board for approval prior to implementation.

   c) Rooms and other areas within facilities: The Board shall delegate the authority to develop and recommend naming protocols for internal spaces within Facilities on campus to the Division of University Advancement or equivalent position. The naming of all internal spaces within Facilities on campus shall conform to university standards and naming protocols.

2. PROCEDURES

   a) Facilities: The President, after consultation with appropriate members of the university community, shall provide the board with a naming recommendation for any proposed naming for a specified facility, prior to the execution of a contract or the acceptance of a philanthropic gift that may result in a naming decision.

   b) Rooms and other areas within facilities: The naming of spaces internal to a building or facility shall be developed by the Vice President for University Advancement, in consultation with the Vice President for Administration and Finance and the Executive Vice President and Provost, or equivalent positions, and recommended for approval to the President. The naming of all internal spaces within Facilities on campus shall conform to university standards and naming protocols.
NIU CONSTITUTION ARTICLE 2 REVISION

NIU Constitution Article 2 Faculty Referendum

At its December 2, 2015 meeting, the University Council approved the below constitutional amendment. This proposed amendment to NIU Constitution Article 2, “Membership on the University Council,” has been approved by a majority of faculty voting in this referendum. The Board of Trustees Ad Hoc Committee on Governance approved this revision at the April 14, 2016, meeting and is now forwarded by way of the Chair's Report No. 74 for approval by the NIU Board of Trustees.

Explanation of Proposed Amendment: Each year, the University Council faculty election process begins in early November and is completed in mid-February. The current constitutional language calls for using data obtained in January in order to complete the reapportionment of faculty seats every three years prior to beginning the election process in November. To comply, data from the previous January must be used for this reapportionment calculation, this data being nearly a year old. This proposed revised language calls for data from September to be used for this reapportionment calculation. This revision will allow the reapportionment of seats prior to beginning the election process in November to be based on much more current data.

Below is the proposal using cross-out to show language that is proposed to be deleted in Article 2.2.3 and bold to show language that is proposed to be added in Article 2.2.3.

NIU CONSTITUTION
ARTICLE 2: MEMBERSHIP ON THE UNIVERSITY COUNCIL

2.2 Apportionment of Faculty Representation

2.2.1 For purposes of representation on the University Council, the faculty shall be defined as those regular, full-time university faculty (as defined in Section 6.1.1 of the Constitution) in the academic division of the university, excluding the president, the president's staff, the executive vice president and provost, the executive vice president and provost's staff, the deans, and the deans' staffs. Regular faculty members are those whose contracts do not carry the designation "temporary" or "adjunct."

2.2.2 Faculty eligible to serve on the University Council, or to serve as electors in University Council elections, shall hold the rank of professor, associate professor, assistant professor, or instructor, and shall meet the definition of faculty set forth in Section 2.2.1.

2.2.3 One representative on the University Council shall be apportioned to the faculty of each degree-granting college and the university libraries. The distribution of the remaining faculty positions on the University Council shall be apportioned so as to reflect the ratio between the number of regular full-time faculty members in each degree-granting college to the total number of such faculty members in all colleges, these being the numbers reported by the office of the executive vice president and provost on September 1 of each year.

2.2.4 The ratio of the regular, full-time faculty members in each degree-granting college to the total number of such faculty members in all colleges shall be reviewed by the University Council every third year prior to the election in those years which are multiples of three, and the apportionment of representation among the colleges adjusted if need be.
**Recommendation:** The University requests that the Board of Trustees adopt the amendment to change Article 2.2.3. of the NIU Constitution and Bylaws to use data collected and reported by the Office of the Executive Vice President and Provost in September of each year when determining the reapportionment calculation for faculty seats available to serve on the University Council.
RESOLUTION
HONORING
STUDENT TRUSTEE JAMES ZANAYED

WHEREAS, James Zanayed has faithfully served as a student member of the Northern Illinois University Board of Trustees from March 17, 2016, through June 30, 2016; and

WHEREAS, prior to his appointment as Student Trustee, James has been very active on a variety of committees serving in numerous roles representing students and working to improve student life on-campus and off-campus. He serves as one of five Justices of the Student Association’s (SA) Supreme Court and previously served as the Speaker of the SA Senate, Chair of the SA Greek Affairs and Campus Life Committee, and member of the Mass Transit Board. During his sophomore year, he also served on the DeKalb Mayor’s Housing Task Force, which examined many issues, most notable, safety for students living off-campus.

WHEREAS, in response to an unexpected position vacancy, James responded to a call to return to student representation when he was identified by his peers to be the most prepared student to assume the immediate duties of Student Trustee. In doing so, he rapidly immersed himself into the business of the Board of Trustees and established a robust and credible leadership presence for the duration of his term of office; and

WHEREAS, as a member of the Board of Trustees, James contributed valuable insight and information regarding the student perspective. He served as an active and engaged member of the Ad Hoc Committee on Enrollment; the Academic Affairs, Student Affairs and Personnel Committee; Legislative Affairs, Research and Innovation Committee; the Finance, Facilities and Operations Committee; and, the Compliance, Audit, Risk Management, and Legal Affairs Committee; and

WHEREAS, we, as his colleagues on the Board of Trustees, want to express our appreciation for James’ service to the NIU students and community, congratulate him on his achievement of his undergraduate degree in Political Science at NIU and wish him continued success at the NIU College of Law and future completion of a Juris Doctorate of Law; and

NOW, THEREFORE, BE IT RESOLVED that the Board of Trustees of Northern Illinois University in formal meeting herein assembled, extends its grateful appreciation to James Zanayed for his leadership and service to Northern Illinois University students and the Board of Trustees.

BE IT FURTHER RESOLVED that this RESOLUTION be presented to James Zanayed and a copy of this document be placed in the official files of the Board of Trustees as part of the permanent record of the university and the great State of Illinois and as a lasting tribute to the accomplishments of James Zanayed.

Adopted in a regular meeting assembled this 16th day of June 2016.

BOARD OF TRUSTEES OF
NORTHERN ILLINOIS UNIVERSITY

Marc J. Strauss
Chair

Robert T. Marshall
Secretary

NIU Board of Trustees
June 16, 2016
FISCAL YEAR 2017 ELECTION OF BOARD OFFICERS
AND CIVIL SERVICE REPRESENTATIVE

The Board of Trustees will hold its election of officers for Fiscal Year 2017. The results will be tallied and announced by Board General Counsel Jerry Blakemore.