Special Meeting of the Board of Trustees

May 29, 2014
AGENDA

SPECIAL MEETING OF THE BOARD OF TRUSTEES
of NORTHERN ILLINOIS UNIVERSITY
2:00 p.m. – Thursday – May 29, 2014
Board of Trustees Room
315 Altgeld Hall

1. Call to Order and Roll Call
2. Verification of Appropriate Notification of Public Meeting
3. Meeting Agenda Approval
4. Chair’s Comments/Announcements
5. Public Comment*
6. President’s Report No. 91
   a. University Recommendations
      (1) Authorization to Retain Executive Search Firms for the Appointment Of
          Dean Level Positions
      (2) Authorization to Retain an Executive Search Firm for the Appointment
          of a Chief Diversity Officer
      (3) Authorization to Retain an Executive Search Firm for the Appointment
          of a Senior Associate Vice President for Human Resource Services
      (4) Fiscal Year 2015-2018 Fire Services Contract with the City of DeKalb
      (5) The Huskie Tram Route Phase I – Bold Initiatives – Capital Project Approval
      (6) Fiscal Year 2015 Open Order for Elevator Services and Maintenance
      (7) Information Technology Services (ITS) Oracle and PeopleSoft ERP System
6. Chair’s Report No. 65
   a. Amendment to Board of Trustees Bylaws Article Vi, Section 4 – Board Committees
6. Closed Session
9. Adjournment
*The Board and its committees comply with P.A. 91-0715 through its Bylaws, Article II, Section 5.B:

1. Consistent with Public Act 91-0715 and reasonable constraints determined by these Bylaws and the Chair, at each regular or special meeting of the Board or its committees that is open to the public, members of the public may request a brief time on the approved agenda of the meeting to address the Board on relevant matters within its jurisdiction.

2. Committees of the Board review University proposals for action and make adjustments and endorsements as appropriate for further consideration by the full Board. Public comments are generally most useful at meetings of Board committees, where proposals are first considered and the time for interaction most feasible.

3. To facilitate an orderly process, appearance requests must be registered on a Board-provided form and submitted to the Board’s Parliamentarian at least 45 minutes before the meeting is scheduled to be called to order. To be recognized, the appearance request will include the name, address and position of the individual wishing to speak, the name of the organization or group represented, a concise summary of the presentation, and whether the requestor has appeared earlier on the topic before any other meeting of the Board. The Parliamentarian may confer with registered speakers to cooperatively assist the Chair of the meeting in assuring coordinated issue presentation and an efficient use of allocated time. The Parliamentarian will acquaint requestors with the generally acceptable rules of decorum for their presentations. In lieu of oral presentations, individuals may present brief written materials not to exceed five (5) pages to the Parliamentarian for distribution and consideration by the Board in advance of the meeting.

4. The Chair of the meeting will recognize duly registered individuals at the appropriate point during the meeting. Unduly repetitive comments may be discouraged and restricted by the Chair. To assure an orderly and timely meeting the Chair may limit time allotments to five minutes or less, may delay or defer appearances when appropriate, and defer or refer questions received from presenters for answers if available.

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.
President's Report
No. 91

May 29, 2014
AUTHORIZATION TO RETAIN EXECUTIVE SEARCH FIRMS FOR THE APPOINTMENT OF DEAN LEVEL POSITIONS

Summary: 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 firms to assist in the search for college or other university deans as may be necessary. Due to the critical roles and functions that deans fulfill at the university, there is a justifiable need to use search firms for such positions, per paragraph (2) of the university's policy. The Illinois Procurement Higher Education Consortium annually establishes a list of search firms prequalified through a competitive bidding process. It is recommended that the firm be selected from this list.

Recommendation: It is recommended that the President be authorized to select executive search firms for the search for University Deans and that such selection be from this list of prequalified search firms. It is further recommended that the President periodically report back to the Board regarding the selection and status of such searches.
NORTHERN ILLINOIS UNIVERSITY POLICY
ON THE USE OF EXTERNAL HIRING SEARCH FIRMS

Pursuant to the Northern Illinois University Law, as amended by Illinois Public Act 97-814, it is the policy of Northern Illinois University that charges for the services of an external hiring search firm may not be paid from any source of University funds, except:

(1) In the hiring of the President of the University, or
(2) In the case of when the Board of Trustees and the President demonstrate a justifiable need for guidance from an individual or firm with specific expertise in the field of hiring.

In furtherance of this authority, the President may implement this policy through the development of further guidelines and procedures for determining when the use of an external hiring search firm is justified. The Board and/or the President may delegate their respective responsibilities under this policy to appropriate University officials as deemed necessary.

Any NIU hiring department or entity that wishes to utilize the services of an external hiring search firm must make a request to the Office of the President for appropriate review under this policy before engaging the services of such search firm. In determining whether a request qualifies for the justified use of an external hiring search firm, the President will consider the following applicable criteria:

- The nature and scope of the position being filled (e.g., senior level versus non-senior level);
- The nature and scope of the search (e.g., nationwide versus local or regional);
- The University's goals and priorities surrounding the search;
- The availability of personnel, monetary resources and other University resources to dedicate to the search;
- An external search firm's ability to help recruit and screen candidates;
- An external search firm's ability to enhance the quality of a candidate pool;
- An external search firm's ability to help conduct and coordinate the logistics of a search;
- The expertise/specialization of an external search firm in conducting searches
- An external search firm's ability to bring fresh and new perspectives from outside of the University.

Northern Illinois University understands that the determination of whether a search is justified in using the services of an external hiring search firm depends upon the unique circumstances of the search being conducted. The President is not prohibited from considering other factors that may be deemed relevant and important for a search.

Upon completing a review, the President will determine whether justifiable need exists for the selection of an external hiring search firm and shall make a recommendation to the Board of Trustees for final action on the matter at any regular or special meeting of the full Board of Trustees. In its consideration of the matter, the Board will consider the above-referenced applicable criteria, as well as any other factors that may be deemed relevant and important. The Board's decision will be final.
AUTHORIZATION TO RETAIN AN EXECUTIVE SEARCH FIRM FOR THE APPOINTMENT OF A CHIEF DIVERSITY OFFICER

**Summary:** 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 firms to assist in the search for a Chief Diversity Officer as may be necessary. Due to the critical roles and functions that a Chief Diversity Officer fulfills at the university, there is a justifiable need to use a search firm for such a position, per paragraph (2) of the university’s policy. The Illinois Procurement Higher Education Consortium annually establishes a list of search firms prequalified through a competitive bidding process. It is recommended that the firm be selected from this list.

**Recommendation:** It is recommended that the President be authorized to select an executive search firm for the search for a Chief Diversity Officer and that such selection be from this list of prequalified search firms. It is further recommended that the President periodically report back to the Board regarding the selection and status of such searches.
NORTHERN ILLINOIS UNIVERSITY POLICY
ON THE USE OF EXTERNAL HIRING SEARCH FIRMS

Pursuant to the Northern Illinois University Law, as amended by Illinois Public Act 97-814, it is the policy of Northern Illinois University that charges for the services of an external hiring search firm may not be paid from any source of University funds, except:

(3) In the hiring of the President of the University, or
(4) In the case of when the Board of Trustees and the President demonstrate a justifiable need for guidance from an individual or firm with specific expertise in the field of hiring.

In furtherance of this authority, the President may implement this policy through the development of further guidelines and procedures for determining when the use of an external hiring search firm is justified. The Board and/or the President may delegate their respective responsibilities under this policy to appropriate University officials as deemed necessary.

Any NIU hiring department or entity that wishes to utilize the services of an external hiring search firm must make a request to the Office of the President for appropriate review under this policy before engaging the services of such search firm. In determining whether a request qualifies for the justified use of an external hiring search firm, the President will consider the following applicable criteria:

- The nature and scope of the position being filled (e.g., senior level versus non-senior level);
- The nature and scope of the search (e.g., nationwide versus local or regional);
- The University’s goals and priorities surrounding the search;
- The availability of personnel, monetary resources and other University resources to dedicate to the search;
- An external search firm’s ability to help recruit and screen candidates;
- An external search firm’s ability to enhance the quality of a candidate pool;
- An external search firm’s ability to help conduct and coordinate the logistics of a search;
- The expertise/specialization of an external search firm in conducting searches
- An external search firm’s ability to bring fresh and new perspectives from outside of the University.

Northern Illinois University understands that the determination of whether a search is justified in using the services of an external hiring search firm depends upon the unique circumstances of the search being conducted. The President is not prohibited from considering other factors that may be deemed relevant and important for a search.

Upon completing a review, the President will determine whether justifiable need exists for the selection of an external hiring search firm and shall make a recommendation to the Board of Trustees for final action on the matter at any regular or special meeting of the full Board of Trustees. In its consideration of the matter, the Board will consider the above-referenced applicable criteria, as well as any other factors that may be deemed relevant and important. The Board's decision will be final.
AUTHORIZATION TO RETAIN AN EXECUTIVE SEARCH FIRM
FOR THE APPOINTMENT OF A
SENIOR ASSOCIATE VICE PRESIDENT FOR HUMAN RESOURCE SERVICES

Summary: 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 firms to assist in the search for a Senior Associate Vice President for Human Resources Services as may be necessary. Due to the critical roles and functions that a Senior Associate Vice President for Human Resources Services fulfills at the university, there is a justifiable need to use a search firm for such a position, per paragraph (2) of the university’s policy. The Illinois Procurement Higher Education Consortium annually establishes a list of search firms prequalified through a competitive bidding process. It is recommended that the firm be selected from this list.

Recommendation: It is recommended that the President be authorized to select an executive search firm for the search for a Senior Associate Vice President for Human Resources Services and that such selection be from this list of prequalified search firms. It is further recommended that the President periodically report back to the Board regarding the selection and status of such searches.
NORTHERN ILLINOIS UNIVERSITY POLICY
ON THE USE OF EXTERNAL HIRING SEARCH FIRMS

Pursuant to the Northern Illinois University Law, as amended by Illinois Public Act 97-814, it is the policy of Northern Illinois University that charges for the services of an external hiring search firm may not be paid from any source of University funds, except:

(5) In the hiring of the President of the University, or
(6) In the case of when the Board of Trustees and the President demonstrate a justifiable need for guidance from an individual or firm with specific expertise in the field of hiring.

In furtherance of this authority, the President may implement this policy through the development of further guidelines and procedures for determining when the use of an external hiring search firm is justified. The Board and/or the President may delegate their respective responsibilities under this policy to appropriate University officials as deemed necessary.

Any NIU hiring department or entity that wishes to utilize the services of an external hiring search firm must make a request to the Office of the President for appropriate review under this policy before engaging the services of such search firm. In determining whether a request qualifies for the justified use of an external hiring search firm, the President will consider the following applicable criteria:

- The nature and scope of the position being filled (e.g., senior level versus non-senior level);
- The nature and scope of the search (e.g., nationwide versus local or regional);
- The University’s goals and priorities surrounding the search;
- The availability of personnel, monetary resources and other University resources to dedicate to the search;
- An external search firm’s ability to help recruit and screen candidates;
- An external search firm’s ability to enhance the quality of a candidate pool;
- An external search firm’s ability to help conduct and coordinate the logistics of a search;
- The expertise/specialization of an external search firm in conducting searches
- An external search firm’s ability to bring fresh and new perspectives from outside of the University.

Northern Illinois University understands that the determination of whether a search is justified in using the services of an external hiring search firm depends upon the unique circumstances of the search being conducted. The President is not prohibited from considering other factors that may be deemed relevant and important for a search.

Upon completing a review, the President will determine whether justifiable need exists for the selection of an external hiring search firm and shall make a recommendation to the Board of Trustees for final action on the matter at any regular or special meeting of the full Board of Trustees. In its consideration of the matter, the Board will consider the above-referenced applicable criteria, as well as any other factors that may be deemed relevant and important. The Board’s decision will be final.
FISCAL YEAR 2015-2018 FIRE SERVICES CONTRACT WITH THE CITY OF DEKALB

Summary: The current university contract for fire protection and ambulance services with the City of DeKalb expires on June 30, 2014. Recent negotiations between DeKalb and university officials have focused upon several variables that were not contemplated in the current contract:

1. The annual certification of the City’s only ladder truck, which is 25 years old, is uncertain. Vital replacement parts are no longer produced for this model and must be scavenged from dealers. A new ladder truck would cost approximately $1 million dollars; a “like new” used truck might be purchased for about $550,000 through a national broker and remain serviceable for 15-20 years. The City of DeKalb does not have the funds to purchase a used truck without funding assistance. The ladder truck was originally purchased to service NIU’s high-rise residence halls and several local private residential towers and institutional buildings.

2. NIU generates about 16.3% of DeKalb’s overall emergency fire calls (871 of 5,334), but provides 6% of DeKalb Fire’s funding ($581,714 against a Fire budget of $8,968,184). NIU does not pay property taxes toward City services, so NIU’s annual fee represents the total annual contribution toward fire services. If the NIU/DeKalb contract was based on NIU’s emergency calls in relation to the annual Fire budget, the annual NIU cost would be $1,461,814.

3. If the NIU/DeKalb contract was based on NIU’s improved acreage (365 acres) as a percentage of DeKalb’s total improved acreage (4,000 acres), the annual NIU cost would be $818,347.

4. The current annual Fire cost per total NIU student enrollment is $27.52. Other MAC school costs are as follows:

<table>
<thead>
<tr>
<th>School</th>
<th>Student Enrollment</th>
<th>Cost per Student Enrolled</th>
</tr>
</thead>
<tbody>
<tr>
<td>NIU</td>
<td>21,138</td>
<td>$27.52</td>
</tr>
<tr>
<td>Akron</td>
<td>26,594</td>
<td>$1,976.78*</td>
</tr>
<tr>
<td>Bowling Green</td>
<td>19,408</td>
<td>$820.00</td>
</tr>
<tr>
<td>Kent State</td>
<td>28,998</td>
<td>$892.74</td>
</tr>
<tr>
<td>Ohio</td>
<td>26,645</td>
<td>$538.13</td>
</tr>
<tr>
<td>Western Michigan</td>
<td>24,294</td>
<td>$160.00</td>
</tr>
</tbody>
</table>

*Paid from income tax on university payroll

The attached contract has the following key provisions:

- A five year term (expiring on June 30, 2019);
- A one-time payment to the City of $275,000 for the purchase of a replacement ladder truck within thirty days of the effective date of the agreement;
- An annual schedule of equitable payments for fire protection and ambulance services as follows:
  - FY2015: $604,982.38 (+4%)
  - FY2016: $629,181.68 (+4%)
  - FY2017: $654,348.95 (+4%)
  - FY2018: $680,522.90 (+4%)
  - FY2019: $831,714
**Funding:** Institutional—Local Funds

**Recommendation:** The university requests Board of Trustees approval of expenditure authority for this five-year contract extension.
AGREEMENT

THIS AGREEMENT, made and entered into in duplicate original this ___________ day of _____________, 2014, by and between the CITY OF DEKALB, a municipal corporation, hereinafter referred to as the “City,” and the BOARD OF TRUSTEES OF NORTHERN ILLINOIS UNIVERSITY, hereinafter referred to as the “University,” witnesseth, that:

WHEREAS, in accordance with state statutes, the University may make payments to the City to assist the City in providing its citizens and the University certain safety services, including fire protection and ambulance services; and

WHEREAS, the University desires to receive and the City desires to provide such fire protection and ambulance services;

NOW, THEREFORE, in consideration of the mutual promises and covenants hereinafter set forth, the University and the City agree as follows:

1. The City, through the DeKalb Fire Department, shall provide fire protection and ambulance services for sixty (60) months commencing July 1, 2014, through and including June 30, 2019, and the University shall make equitable payments to the City as a contribution toward the provision of such services as follows:

   FY2015  $604,982.38
   FY2016  $629,181.68
   FY2017  $654,348.95
   FY2018  $680,522.90
   FY2019  $831,714.00

The University shall pay the City each annual sum in two (2) equal installments due and payable on or about July 1 and January 1 of each fiscal year. In addition, the University shall make a one-time payment to the City in the amount of Two Hundred and Seventy Five Thousand Dollars ($275,000.00), payable within thirty days of the effective date of this Agreement, which payment shall be utilized by the City to provide for the purchase of fire apparatus for the DeKalb Fire Department.

2. Thereafter, if the parties hereto have not entered into a new agreement, the University shall make payments on a quarterly basis of the payments provided in paragraph 1 for FY2020 until such new agreement is finalized. The payments under any such agreement shall be adjusted so that the University pays the City the newly negotiated pro rata amount for the months paid for after June 30, 2019.

3. Nothing herein shall limit the City’s right and ability to impose or adjust other user-based fees, including but not limited to imposition or adjustment of “user fees”, “treatment and non-transport fees” or other similar charges. The University and the City agree and acknowledge that the amounts identified in this Agreement are paid in consideration of the City’s agreement to be available to provide fire suppression and emergency medical services to the University and do not constitute payment of individual treatment or transport fees.

4. The University shall allow the city access, through its agents or employees, for entry into any and all buildings or other constructed improvements on the property of the University for purposes of preparing pre-plan operations for fire prevention and firefighting purposes, including, but not limited to, location of hazardous material storage or unusual occupancy (impaired students). The University shall provide the City, through the DeKalb Fire Department, the following:
(a) The alphabetized list of substances, compounds and mixtures prepared pursuant to the Illinois Toxic Substances Disclosure to Employees Act, 820 ILCS 225/1 et seq. The City, through the DeKalb Fire Department, shall have the right to inspect the material safety data sheets maintained by the University pursuant to said act during regular business hours upon reasonable notice; and

(b) Electronic copies of the blue prints of its four (4) natural science buildings (Davis, Faraday, Faraday II and Montgomery Halls), in a format acceptable to the City, accompanied by a listing on which the University has labeled the laboratories by type in those buildings. The University shall inform the City of any changes in the sites of stored chemicals in said buildings within five (5) business days.

(c) As-built drawings (and electronic copies of the same in a format acceptable to the City) of all new buildings and additions, or major additions or renovations of existing buildings, within 60 days of their occupancy.

5. The University agrees that all officers, employees, agents, representatives or other personnel employed by or under the control of the University shall fully cooperate with the City, the Fire Chief of the City of DeKalb, or his designee, and any firefighter or paramedic assigned by the City to assist in response to any emergency call on University property.

6. The City shall be an independent contractor in the performance of its duties and obligations hereunder and nothing contained in this Agreement shall be construed as creating the relationship of agent-principal as between the City and the University. The City shall not be held responsible for any damage to persons or property attributed to the negligence of the University or its employees or agents. Subject to the limitations of applicable Illinois law, including the Court of Claims Act and the State Employee Indemnification Act, the University shall indemnify the City against any and all liability attributable to the negligent acts or omissions of the University, its employees or agents pursuant to applicable law, including but not limited to, the provisions of 5 ILCS 350/0.01 et seq.

7. The University agrees to pay a false alarm fee of One Hundred and $100.00 upon the seventh (7th) and any subsequent false alarm within any calendar year at any single building owned, operated or under the control of the University. The University agrees to pay a false alarm fee of One Hundred and $100.00 upon the fifty-first (51st) and each subsequent false alarm within any calendar year if the number of cumulative false alarms among all its buildings exceed fifty (50) false alarms in said calendar year. In no case shall more than one (1) false alarm fee be due for any one (1) false alarm.

8. If the University causes a hazardous material to be released within the corporate limits of the City, it shall be liable for payment of all reasonable, documented resources and costs expended by the City and any responding mutual aid fire departments, fire districts and other governmental agencies and units as a result of the response to the release of hazardous materials, abatement or clean up activity. These resources and costs expended shall include, but not be limited to, personnel straight time and overtime, the hourly costs of salaried employees obtained by dividing annual salary by minimum required hours for the position, private contract labor, the use of City vehicles, the repair of any damages to vehicles and/or equipment resulting from the response and cleanup, and the cost of any supplies expended in response to the incident.

9. The City shall maintain, for a minimum of three (3) years after the completion of this Agreement, adequate books, records and supporting documents to verify the amounts, recipients and uses of all disbursements of funds passing in conjunction with this Agreement; the Agreement and all books, records and supporting documents related to this Agreement shall be available for review and audit by the Illinois Auditor General; and the City shall cooperate fully with any audit conducted by the Illinois Auditor General and shall provide full access to all relevant materials. Failure to maintain the books, records and supporting documents required by this paragraph shall establish a presumption in favor of
the University for the recovery of any funds paid by the University hereunder for which adequate books, records and supporting documentation are not available to support the purported disbursement.

10. The parties agree to commence negotiations on any successor agreement not later than ninety (90) days prior to the expiration of this Agreement.

11. This Agreement shall be subject to amendment in writing, signed and approved by both the University and the City. This Agreement and the certifications attached hereto constitute the entirety of this Agreement. Any dispute arising out of the terms or performance of this Agreement shall have its jurisdiction and venue exclusively fixed in the Twenty-Third Judicial Circuit Court, DeKalb County, Illinois. The University and the City agree and acknowledge that they may enter into additional agreements whereby the City provides additional or supplemental services, including fire-related services to the City (e.g. agreements for provision of standby ambulance services at University events), which agreements shall not affect or require modification of this Agreement.

IN WITNESS WHEREOF, the parties hereto have hereunto set their hands the day and year first above written.

CITY OF DEKALB

By: ______________________________

John A. Rey, Mayor

ATTEST:

By: ______________________________

Elizabeth E. Peerboom City Clerk

TIN 36-6005843

BOARD OF TRUSTEES OF
NORTHERN ILLINOIS UNIVERSITY

By: ______________________________

Douglas D. Baker, President

ATTEST:

By: ______________________________

F. William Nicklas, Vice President for
Operations and Community Relations

By: ______________________________

Jerry D. Blakemore, Vice President and
General Counsel
Summary: A “Ten Minute Campus” and “A Campus Without Cars” are two of the Eight Bold Ideas for the Future expressed in the recent 2014 Planning Thesis “A Campus RE:ENVISIONED” presented to the Board of Trustees on March 27, 2014. This project, “The Huskie Tram (Beta version),” is intended to be operational by September 1. It will identify and establish a temporary route with two terminus points: the Campus Recreation Center at the west end and MLK Commons at the east end. At the Recreation Center it is anticipated that the existing parking lot and front entry sidewalk area will be used to board and deliver passengers. At MLK Commons, a suitable plaza area will be identified, renovated, improved or constructed where the light buses will drop and pick up passengers, and then reverse the route. Once Douglas Hall is removed, the west terminus will likely be shifted as final concepts are refined. The long term goal of this project is to establish information and collect meaningful data to allow for a viable light bus system that will underscore the importance of the concept and “Define the Spine” from end-to-end of campus with low emission shuttles running on three minute headways. With this system in place, a campus with fewer cars can be realized as students, faculty and staff will be able to park for the day in either the Parking Structure or parking lots on the campus perimeter, and then utilize the shuttle buses to quickly get from one end of campus to the other.

The planned repairs will include adding or replacing concrete sidewalk, lighting relocation or replacement, curb cuts, new tram stop shelters, one new electric bus and an electric charging station, plus drive and roadway repairs. Due to the light weight of the electric bus, it is anticipated that existing campus concrete walks, roads and drives will be used for the Beta version.

Funding: Institutional – Local Funds

Recommendation: The university requests Board of Trustees authorization to establish a project budget of $270,000 for preparation of plans and specifications for bidding the sidewalk repair and reconstruction work associated with the proposed route, as well as construction contracts and work orders necessary to complete the construction work. This budget includes $55,000 for the purchase and operation of one, handicap-accessible tram vehicle, charging station, and appurtenances such as a built-in solar panel to trickle additional power during operation.

As the summer session begins, the “Beta” route and service will reveal inefficiencies and safety concerns that will be invaluable as regular Tram service is prepared for the fall semester. In advance of any experience, it is assumed that a total of four vehicles will be needed to operate the main route successfully. The cost of 3 additional vehicles is estimated to be approximately $180,000, including charging stations.
citEcar ADA Enclosed Transport Buddy 11P 1WC

Full Nationwide Warranty - Nationwide Delivery - Flexible Lease/Loan Programs

Technical Specifications for our Enclosed ADA 11P 1WC Shuttle

Speed: Up to 25 MPH
Range: Up to 50 miles (full capacity)
Climb: 20% grade (full capacity)
Electric Motor: 7 KW AC
Batteries: Trojan T-105 (Made in USA)
Controller: Curtis (Made in USA)
Charger: Eagle On Board (Made in USA)
Overall Dimensions: 16.80 ft L x 5.00 ft W x 6.75 ft H
Maxload: 2,500 lbs.
Ground Clearance: 7"
Body: Steel Framework + Fiberglass
Roof: Fiberglass
Windshield: AS1 DOT Approved

ALL of Our Vehicles Contain the Following
Standard Features

• PA System
• Head and Brake Lights
• Windshield Wiper
• Parking Brake - Hand operated
• Recharger Unit (most are on-board)
• Tail lights
• Turn Signals
• Horn
• Toughened Glass Windshield
• Back-up Alert Signal
• Curtis Controller
• Floor: Non-slip plastic
• Front/Rear Plate with Springs
• Hydraulic Breaking Systems
• Dashboard
  o Forward/Reverse Switch
  o Headlight indicators
  o Turn Signals
  o Ignition Key
  o Voltmeter
  o Emergency Cut-off Switch
• Rack & Pinion Steering
• Independent Suspension

Available Options

• Custom Body Color
• Storage Cover
• Full Weather Enclosure
• DVD Player with Monitor
• Heating System
• Back-Up Cameras
• Running Boards
• Fans

ALL MAJOR ELECTRICAL COMPONENTS ARE:

Made in the USA

Batteries * Controller * Charger
## Northern Illinois University

**Cost Estimate**

<table>
<thead>
<tr>
<th>Project Number: P2177</th>
<th>Phase:</th>
<th>Date: 5.19.14</th>
</tr>
</thead>
<tbody>
<tr>
<td>Project Name: Huskie Tram - Beta version - Phase I (3,100 l.f. route / 0.6 mile)</td>
<td></td>
<td></td>
</tr>
</tbody>
</table>

### Construction Costs

<table>
<thead>
<tr>
<th>Description</th>
<th>Qty</th>
<th>$/Unit</th>
<th>Estimated Cost</th>
</tr>
</thead>
<tbody>
<tr>
<td>Estimated existing bridge brick paver replacement/resetting s.f.</td>
<td>1100.00</td>
<td>8.00</td>
<td>8,800.00</td>
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<tr>
<td>Estimated existing paver repairs/replacement along route s.f.</td>
<td>750.00</td>
<td>8.00</td>
<td>6,000.00</td>
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<tr>
<td>Huskie pnp sidewalk demarkation (1400 l.f. of total route)</td>
<td>1400.00</td>
<td>2.50</td>
<td>3,500.00</td>
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<tr>
<td>New portland cement sidewalk areas along route, at terminus</td>
<td>5500.00</td>
<td>12.00</td>
<td>66,000.00</td>
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<tr>
<td>Cole hall entrance signage, planters</td>
<td>I.S.</td>
<td></td>
<td>3,000.00</td>
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<tr>
<td>Landscaping/restoration</td>
<td>I.S.</td>
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<td>10,000.00</td>
</tr>
<tr>
<td>Light pole relocation/replacement as needed</td>
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<td>5,000.00</td>
<td>15,000.00</td>
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<tr>
<td>Outlet for tram overnight charging in fieldhouse</td>
<td>1.00</td>
<td>2,000.00</td>
<td>1,000.00</td>
</tr>
<tr>
<td>Curb cut</td>
<td>1.00</td>
<td>600.00</td>
<td>600.00</td>
</tr>
<tr>
<td>Tree removal</td>
<td>5.00</td>
<td>600.00</td>
<td>3,000.00</td>
</tr>
<tr>
<td>Bench relocation</td>
<td>1.00</td>
<td>200.00</td>
<td>200.00</td>
</tr>
<tr>
<td>Tram stop signs, benches</td>
<td>4.00</td>
<td>2,000.00</td>
<td>8,000.00</td>
</tr>
<tr>
<td>Waiting shelters/benches at MLK tram plaza</td>
<td>2.00</td>
<td>22,000.00</td>
<td>44,000.00</td>
</tr>
<tr>
<td><strong>Subtotal Construction Costs</strong></td>
<td></td>
<td></td>
<td><strong>169,100.00</strong></td>
</tr>
<tr>
<td>Construction Contingency</td>
<td></td>
<td></td>
<td><strong>33,820.00</strong></td>
</tr>
<tr>
<td><strong>Estimated Construction Costs (rounded)</strong></td>
<td></td>
<td></td>
<td><strong>202,950.00</strong></td>
</tr>
</tbody>
</table>

### Project FF&E

<table>
<thead>
<tr>
<th>Description</th>
<th>Qty</th>
<th>Estimated Cost</th>
</tr>
</thead>
<tbody>
<tr>
<td>ONE citEcar ADA 11 passenger Electric Tram in agreement with Veolia</td>
<td>1.00</td>
<td>55,000.00</td>
</tr>
<tr>
<td>Cost of Driver, maintenance incorporated</td>
<td></td>
<td></td>
</tr>
<tr>
<td><strong>Subtotal Project FF&amp;E</strong></td>
<td></td>
<td><strong>55,000.00</strong></td>
</tr>
<tr>
<td>FF&amp;E Contingency</td>
<td></td>
<td>11,000.00</td>
</tr>
<tr>
<td><strong>Estimated FF&amp;E Costs (rounded)</strong></td>
<td></td>
<td><strong>66,000.00</strong></td>
</tr>
</tbody>
</table>

| **Subtotal Estimated Budget (rounded)**                                    |     | **268,950.00** |

### Deposit & Fees - Fast Track

<table>
<thead>
<tr>
<th>Phase I Deposit 50% Refund</th>
<th>Number of weeks</th>
<th>Phase II Fee</th>
<th>Phase III Fee</th>
</tr>
</thead>
<tbody>
<tr>
<td>Phase I Deposit</td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Phase II Fee</td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Phase III Fee</td>
<td></td>
<td></td>
<td></td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th>Number of weeks</th>
<th>Phase II Fee</th>
</tr>
</thead>
<tbody>
<tr>
<td>300.00</td>
<td></td>
</tr>
</tbody>
</table>

### Total Estimated Budget (rounded)

| **Total Estimated Budget (rounded)**                                      |     | **268,950.00** |

### Recommended dollar value to present for board approval

<table>
<thead>
<tr>
<th>Huskie Tram - Beta version - Phase II:</th>
</tr>
</thead>
<tbody>
<tr>
<td>Five additional trams budgetary projections:</td>
</tr>
<tr>
<td>Vehicles, drivers, maintenance</td>
</tr>
<tr>
<td>Storage building, power for charging</td>
</tr>
<tr>
<td>Additional route site improvements</td>
</tr>
</tbody>
</table>

Recommended dollar value to present for board approval: **$270,000.00**
FISCAL YEAR 2015 OPEN ORDER FOR ELEVATOR SERVICES AND MAINTENANCE

Summary: Throughout Northern Illinois University's DeKalb campus there are 107 lifts/elevators which require continual repair and maintenance in order to maintain university facilities safety standards. Over the years, the Physical Plant of the university has maintained an elevator repair shop staffed by at least two certified elevator repair/maintenance employees in order to maintain these safety standards. With upcoming changes to elevator services staffing (i.e., resignations), the university has determined that the most expeditious approach to maintaining university elevator service standards will be to establish an open order with an outside vendor.

The Physical Plant requests permission to issue an open order for elevator repair services and maintenance. The procurement of these services will be sought through the RFP process. This opportunity will be advertised in the Illinois Public Higher Education Procurement Bulletin.

Funding: Institutional – Local Funds

Recommendation: The university requests Board of Trustees approval of expenditure authority for FY15 as follows:

Vendor to be determined.................................................................not to exceed $325,000
INFORMATION TECHNOLOGY SERVICES (ITS)
ORACLE AND PEOPLESOF ERP SYSTEM

Summary: ITS requests permission to issue orders for renewals of ongoing software maintenance for PeopleSoft applications including, but not limited to: PeopleSoft Financials, Human Resources, Student System, Oracle Data Warehouse and Budget and Planning tools along with Oracle Hardware and Software components including database, performance tuning, monitoring and business continuity. All components are covered by a master agreement which began in FY14 which caps maintenance increases through FY18. The master agreement was approved by the Board of Trustees on May 23, 2013. Caps are FY14 - 0%, FY15 - 0%, FY16 - 2%, FY17 - 2% and FY18 - 3%. The intent to award these contracts as a sole source will be advertised in the Illinois Public Higher Education Procurement Bulletin.

Funding: Institutional – Local Funds

Recommendation: The university requests Board of Trustees approval of expenditure authority for FY15 as follows

Oracle America Inc. -- Redwood Shores, CA .................................................. $1,450,000
Chair’s Report
No. 65

May 29, 2014
First Reading

AMENDMENT TO BOARD OF TRUSTEES BYLAWS
ARTICLE VI, SECTION 4 – BOARD COMMITTEES

Summary: Adjustments to Section 4, of Article VI of the Board of Trustees Bylaws, concerning Board Committees, are proposed. Article X of the Board of Trustees Bylaws states in relevant part:

"Articles of the Bylaws of the Board of Trustees may be amended at any regular meeting of the Board by majority vote of the total voting membership of the Board, provided that notice of the intention to amend the Bylaws shall have been presented in writing at the regular meeting immediately preceding. Such notice shall provide so far as possible the exact wording of the amendment proposed."

Article VI of the Bylaws shall be revised to implement amendments to the purpose, membership, and meetings provisions outlined in Section 4, presently describing the Legislation and External Affairs Committee.

Historically, the Board of Trustees of Northern Illinois University has received reports about sponsored research and artistry, economic development and public service forms of engagement from the leaders of the Divisions of Academic Affairs, Research and Innovation Partnerships, and Outreach, Engagement and Regional Development, through the Academic Affairs, Student Affairs and Personnel (AASAP) Committee and the Legislation and External Affairs Committee (LEA). On September 17, 2013, in accordance with Article VI, Section 5, of the Board Bylaws, the Board Chair announced the formation of the Ad Hoc Committee on Sponsored Research and Technology Transfer, and presented to the Board “Objectives and Key Parameters” for the Ad Hoc Committee, including broadly considering and reporting to the Board its findings related to the following:

(a) The extent to which the [Ad Hoc] Committee’s scope of work, structure, liaison relationships, and formal and informal outreach and external communication endeavors supported NIU’s goals in sponsored research activity, technology transfer and commercialization, and related areas of university activity such as industry engagement and economic development.

(b) The manner and precise nature of how NIU’s goals in sponsored research activity and technology transfer should be integrated into the academic, financial, compliance, engagement and external relations fabric of the university.

The activities of the Ad Hoc Committee, the organizational changes at NIU, and the diminished availability of external funding for research are drivers for changing the manner in which the Board of Trustees is structured to support NIU’s goals in research, economic development and external relations.

It is proposed here that the Ad Hoc Committee on Sponsored Research and Technology Transfer be disbanded, and that the scope of the Legislation and External Affairs Committee be modified, not only to encompass the subject matter of the Ad Hoc Committee, but also to decrease its focus on marketing and communications. The Committee, renamed Legislative Affairs, Research and Innovation (LARI) would retain responsibility for subject matter related to state and federal relations, along with the newly acquired focus on research and artistry, technology transfer and economic engagement.
ARTICLE VI: BOARD COMMITTEES

Section 4. Legislative Affairs, Research and InnovationLegislation and External Affairs Committee

A. Purpose

The Legislative Affairs, Research and InnovationLegislation and External Affairs Committee shall have as its purpose to review Board level policy concerns and transactions related to research and artistry, technology transfer and economic engagement; and shall the monitoring of pending state and federal legislation, administrative agency activity, and changing statutory or policy regulations at the state and federal level that impact University interests. The Committee will assist the University in articulating its concerns to elected representatives and bring to the Board’s attention university relations and related, externally-focused university activity.

B. Membership

The Legislative Affairs, Research and InnovationLegislation and External Affairs Committee shall be comprised of a minimum of four (4) voting Members of the Board selected by the Board Chair. The Board Chair, and the President and the Vice President of Research and Innovation Partnerships shall serve as ex officio members, the first being able to vote and the second and third without voting powers. The Board Chair shall designate one member of the Committee to serve as its Chair and may designate another member to serve as Vice Chair. The President shall designate a staff liaison to the committee and shall provide the Committee such additional staff assistance as needed.

C. Meetings

The Legislative Affairs, Research and InnovationLegislation and External Affairs Committee shall meet at the request of the President, the Vice President of Research and Innovation Partnerships, or the Chair of the Committee, or the staff liaison. Committee meetings will be scheduled so as to facilitate the timely review of matters under consideration by the Board.