

**MINUTES OF THE MEETING OF THE
BOARD OF TRUSTEES OF
NORTHEASTERN ILLINOIS UNIVERSITY
CHICAGO, ILLINOIS**

November 19, 2009

The meeting of the Board of Trustees of Northeastern Illinois University was convened on Thursday, November 19, 2009, at 4:01 p.m., in the Golden Eagles Room at Northeastern Illinois University, 5500 N. St. Louis, Chicago, Illinois. Walter W. Dudycz, Chair of the Board, called the meeting to order.

Roll was called and the following trustees answered present:

Carlos Azcoitia, Secretary
Walter Dudycz, Chair
Omar Duque
Edward Dykla
Jin Lee, Vice Chair
Jose Fulgencio

The following trustees were absent:

Carole Balzekas
Grace G. Dawson

Also present were the following:

Sharon Hahs, President
Tom Arkell, Legal Counsel for Mark Dunn
Mimi Crespo, Assistant Secretary

University Provost, Vice Presidents and Staff

Announcements

Chair Dudycz announced that Mark Dunn was not able to attend the Board meeting; however, Tom Arkell was able to sit in for Mark.

Chair Dudycz thanked President Hahs for hosting a special social event for the Trustees. Several of the Trustees met earlier in the day for a tour of the new College of Business and Management building, followed by a lunch in the President's Conference room.

Approval of Minutes

Written Minutes of the meeting of September 17, 2009 and the Minutes of the Confidential Executive Session dated September 17, 2009 were prepared and submitted. Chair Dudycz said that hearing no corrections, the Minutes stand as written.

President's Announcements

1. President Hahs had the pleasure of presenting Dr. Azcoitia with a gift for his new granddaughter, Vivian. Little Vivian is Dr. Azcoitia's fourth grandchild.
2. President Hahs was delighted to announce that enrollment has increased by 5% this Fall. As a result of the wonderful news, President Hahs called Dr. Janice Harring-Hendon, Executive Director of Enrollment Services, to the podium to introduce representatives of offices that played a major role in the new student enrollment cycle. Some of the individuals who diligently worked on the front lines as well as behind the scenes to create a positive experience for Northeastern students include Claudia Mercado, Director of Admissions; Steven Pajak, Manager of Admissions; Marshall Jennings, Director of Financial Aid; Maureen Amos, Associate Director of Financial Aid; and Haydee Hernandez, Customer Service Specialist of Financial Aid.

Dr. Harring-Hendon continued to describe the major transformative process that the Office of Financial Aid undertook earlier this year. The process included an office effectiveness review of all the financial aid processes and systems. The process changes that emerged from this review included the elimination of many paper documents, the creation of a streamlined express student awarding process, and the enhancement of student access to online financial aid information. Many of these changes had a positive impact on Fall 2009 enrollment as the office effectively managed a 21% increase in FAFSAs (Free Application for Federal Student Aid) and a 39% increase in student loans, while serving over 17,000 visitors to the Financial Aid Office during July, August and September 2009.

Next, Dr. Harring-Hendon introduced Tom Lambert, Bursar. Many processes, people and systems from the Bursar's Office interface with registration and financial aid to support student payment transactions. The implementation of the online payment system and targeted announcements to remind students of important payment deadlines helped to ease the payment process for students as noted by the increase in student payments on the first day of Fall classes. Interfaces with the streamlined financial aid process also allowed the Bursar's Office to efficiently process just under 500 emergency loans. More exciting changes are planned for next year.

Further, Dr. Harring-Hendon introduced Yvonne Gulli, Coordinator of Advising and Tutoring and Teresita Diaz, Director of Proyecto Pa'Lante and Project Success. These offices along with the Assessment and Testing Office and the Summer Transition Program work together to test, advise and register all of our new incoming freshmen and undecided transfer students. In addition to assisting thousands of new, continuing, and returning students via phone, individual visits and e-mails, these offices participated in all new student orientations.

Furthermore, Alice Medenwald, Registrar; Cyrille Brennan, Registration Manager; and Lynn Walsh, Data Applications Analyst, are individuals who represent offices and staff that ensure our registration systems and processes run smoothly. They coordinate the preparation of class schedules and expertly research and resolve simple to very complex registration and records related problems. This Fall, in conjunction with the El Centro staff, these offices assisted in the development of processes to support the implementation of the ASPIRA early college dual credit program. Staff from the veteran certifying office also conducted numerous open sessions over the summer to provide our student veterans with important information about the new GI Bill post-9/11 Chapter 33 benefits.

Additionally, Michael Kelly, Dean of Students and Robert Bedford, Assistant Dean of Students, represent the Dean of Students Office. This office held fifteen first year, three transfer and two family orientations this Fall. They welcomed over 1500 new students and their parents. The Read to Lead Series was introduced as a part of the orientation experience this Fall and this office also hosted the ever so popular Ask Me Campaign. This campaign is a week long program held at the start of the semester. It is designed to create a friendlier and engaging campus environment for our new returning and continuing students.

Lastly, representing the Students Activities Office for Sharron Evans, Director, was Tasha Neumeister, Student Media Coordinator. This office piloted two very exciting new programs this Fall. They include the Class Act event which welcomed new students and families to Northeastern. The event included a lot of food, fun, and games as well as the parents' roundtable with staff and parents of current students who answered parents' questions about student involvement and student life. Secondly, Chicago Live is a new semester long program piloted this Fall in collaboration with the First Year Experience program. This program offers students the opportunity to explore cultural events unique to Chicago with a faculty member, a student life member, and an upper class student leader. Trips included the Joffrey Ballet, the Goodman Theatre, the Chicago Symphony Orchestra, and the Museum of Science and Industry.

In closing, Dr. Harring-Hendon stated that it's important to note that the work of ensuring student success from recruitment to graduation is truly a university-wide effort that involves many wonderful offices, faculty and staff who diligently work to ensure a quality experience for our students.

On behalf of the Board of Trustees, Chair Dudycz congratulated Dr. Harring-Hendon and the many offices and staff mentioned above. The Board appreciates the hard work and dedication the staff has given to Northeastern.

President's Report

President Hahs requested approval for the following action item.

Mr. Dykla, seconded by Mr. Lee, moved to approve the **Expenditure Recommendations for Amounts of \$100,000 or more: Approval of Legal Expenditure** as follows:

The University has retained the services of Babbitt, Land & Warner, LLP to represent the University in a federal civil lawsuit due to the firm's unique knowledge and experience in this area. Because the case is in its initial stages, at this time it is not possible to estimate total legal expenses. It is anticipated that these legal fees will exceed \$100,000.

Board of Trustees approval is requested for the expenditure for legal services with Babbitt, Land & Warner, LLP related to this specific federal civil lawsuit.

Roll was called and the vote was as follows:

Azcoitia	Yes
Dudycz	Yes
Duque	Yes
Dykla	Yes
Lee	Yes
Fulgencio	Yes

The motion carried.

President Hahs discussed two information items – The Fiscal Year 2011 Tuition and Fee Rates and the NEIU Foundation Annual Meeting.

President Hahs opened the floor to a preliminary discussion of the Fiscal Year 2011 Tuition and Fee Rates. The rates are included in the President's Report as an information item; they will be presented for approval at the February 2010 Board meeting. Dr. Azcoitia expressed his concern of retaining students at the higher tuition rates. President Hahs explained that Northeastern will continue on the path to improve services, faculty, degree programs and curriculum. Mr. Duque asked if the loss of stimulus funds was a one time occurrence. President Hahs explained that further reduction in state funding will add to the difficult economic situation that Northeastern is currently experiencing. Dr. Azcoitia asked if Northeastern participates in the College Bridge program with High School students where qualified Juniors and Seniors have the opportunity to earn college credit while still in High School. President Hahs explained that Northeastern participates in this type of program in several different ways. Dr. Janice Herring-Hendon explained further that the CPS (Chicago Public Schools)

College Bridge program was discontinued this year; however, Northeastern is involved in discussions with CPS to reinstate a similar program.

Next, Dr. Carla Knorowski, Vice President for Institutional Advancement, presented a special power point presentation on the NEIU Foundation Annual Meeting that was held on October 27. NEIU's Foundation is the fundraising arm of the university. An annual meeting is a celebration of the accomplishments of the University generally; a celebration of major gifts to the university; and a thanking of donors.

The presentation began with a snapshot of the ribbon cutting ceremony of the new CBM building that occurred on the same day as the Foundation meeting. Dr. Knorowski continued to show slides of the Foundation event.

The following are highlights from the Foundation meeting.

- In 2009, overall contributions to the university through the foundation increased by 47%;
- First time in Northeastern's history that contributions went over the \$1million mark in annual giving;
- Over past two years contributions have increased by 175%;
- Of the \$1million in annual support, over \$625,000 was given to scholarships, an 80% increase from last year and 273% increase over the past two years;
- Faculty and staff have donated over \$276,000 of the \$1million support, an 80% increase from last year and 415% increase over the past two years;
- 119% increase in endowment contributions in past year, 463% increase in past two years. (This is mainly the result of Northeastern's legacy endowment campaign and matching of the Title V grants received over past two years. The endowment is an external signal to the fiscal strength of an organization; Northeastern's endowment currently stands at \$3.2million);
- Signature Society, newest giving society at Northeastern, recognizes the many people and donors that have had a major impact on Northeastern through the University, Alumni Association, and Foundation;
- Group photo of the 12 NEIU students who received the special award from the Rory Donnelly Family Assistance Award. (The late Dr. Donnelly, professor emerita of linguistics, left Northeastern a very generous bequest. The award provides financial assistance to a single mother who is a student at NEIU, who also must pay for child care for her child or children. The Award specifically

underwrites the cost of child care – not tuition, fees or books).

In conclusion, the points above show that Northeastern strives to stay true to its theme – to Learn in the City and Lead in the World.

Board Committee Reports

Building and Grounds – Chair Dykla gave the Construction Update as follows:

Education Building:

- The General Assembly included, and the Governor approved, funds in the fiscal year 2010 capital budget for the planning and construction of the Education Building. The University is seeking release of these capital funds so building design can begin.

Latino Cultural Center:

- The General Assembly also included, and the Governor approved, funds in the fiscal year 2010 capital budget for the planning and construction of the Latino Cultural Center. The University also is seeking release of these capital funds so building design can begin.

Science Engagement:

- The University received federal grant funds for the planning and construction of the Science Engagement Center and remodeling of four laboratories. We are currently completing Definitive Design of these spaces and intend to bid the construction in December.

Admissions and Transfer Center:

- The University received Title V grant funds for the planning and construction of an Admissions and Transfer Center. We are currently beginning Schematic Design for these spaces. The design process will review and redesign the current space allocated to Enrollment Services and the Bursar areas to improve services to students and more efficiently use available space.

Legal Counsel Report

Mr. Arkell explained to the Board that the Legal Counsel Report No.73 was distributed and he would be happy to answer any questions. There were no questions.

Old Business

Dr. Azcoitia asked for a brief status report on the following items. First, an update on student enrollment in the cohort at El Centro. Dr. Hahs explained, it is unlikely that enrollment has changed; therefore, the numbers reported last month still stand.

Second, an update on the task force for the Doctoral program. Dr. Hahs explained, the committee has met several times and is currently working on their report which is not due for quite some time.

Lastly, Dr. Azcoitia expressed concerns about the budgets for the Proyecto Pa'Lante and ENLACE programs. Dr. Hahs explained, the current status of these budgets is intact. The budgets are more secure because they are funded through the state and not through grants.

New Business

No reports at this time.

Announcements

Chair Dudycz reminded the Trustees of the upcoming fall events listed on the handout. Chair Dudycz and Dr. Azcoitia have volunteered to bring greetings at the morning commencement ceremony and Trustee Lee will bring greetings at the afternoon ceremony on December 19. All Trustees are welcome to attend all events.

Opportunity for Public Comment in Accordance with Public Act 91-0715

Chair Dudycz noted that an Opportunity for Public Comment was provided.

Convene in Executive Session

At 4:37 p.m., Mr. Duque, seconded by Mr. Lee, moved to convene in executive session to consider: 1) collective negotiating matters, as permitted by Section 2. (c) (2) of the Open Meetings Act; 2) pending, probable or imminent litigation, as permitted by Section 2. (c) (11) of the Open Meetings Act; and, 3) discussion of minutes lawfully closed under this Act, as permitted by Section 2. (c) (21) of the Open Meetings Act.

Roll was called and the vote was as follows:

Azcoitia	Yes
Dudycz	Yes
Duque	Yes
Dykla	Yes
Lee	Yes
Fulgencio	Yes

The motion carried.

Reconvene in Open Session

At 5:08 p.m., Mr. Lee, seconded by Mr. Dykla, moved to reconvene in open session and it was unanimously approved.

Mr. Fulgencio, seconded by Mr. Duque, moved that the **confidential written minutes of the executive session dated November 20, 2008, no longer require confidential treatment and are available for public inspection.**

Roll was called and the vote was as follows:

Azcoitia	Yes
Dudycz	Yes
Duque	Yes
Dykla	Yes
Lee	Yes
Fulgencio	Yes

The motion carried.

Dr. Azcoitia, seconded by Mr. Fulgencio, moved to approve the **destruction of verbatim records for the meeting held April 10, 2008 as follows:**

Whereas, 5 ILCS 120/2.06(a) requires public bodies to keep verbatim records of all closed meetings in the form of a video or audio recording; and
Whereas, 5 ILCS 120/2.06(c) provides that these verbatim records may be destroyed after eighteen (18) months but only after: 1) the public body approves destruction of a particular recording; and 2) the public body approves Minutes of the closed meeting that meet the written requirements applicable to open meetings; and
Whereas, the Board of Trustees has reviewed written Minutes of the closed meeting held on **April 10, 2008** and those written Minutes meet the written minutes requirements; and
Whereas, the Board of Trustees believes that the destruction of the verbatim records is appropriate:
Therefore, be it resolved that the Board of Trustees of Northeastern Illinois University approves 1) the written Minutes of the closed meeting held on **April 10, 2008** 2) the destruction of the verbatim records of the closed meeting held on **April 10, 2008** and, 3) directs the Assistant Secretary of the Board of Trustees to destroy said verbatim records.

Roll was called and the vote was as follows:

Azcoitia	Yes
Dudycz	Yes
Duque	Yes
Dykla	Yes
Lee	Yes
Fulgencio	Yes

The motion carried.

Adjourn

At 5:12 p.m., Mr. Lee, seconded by Dr. Azcoitia, moved to adjourn.

Roll was called and the vote was as follows:

Azcoitia	Yes
Dudycz	Yes
Duque	Yes
Dykla	Yes
Lee	Yes
Fulgencio	Yes

The motion carried.

Walter W. Dudycz, Chair
Mimi Crespo, Assistant Secretary