

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

November 20, 2008

The meeting of the Board of Trustees of Northeastern Illinois University was convened on Thursday, November 20, 2008, at 4:25 p.m., in the Golden Eagles Room of the Student Union at Northeastern Illinois University, 5500 N. St. Louis Avenue, 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
Grace G. Dawson
Walter W. Dudycz, Chair
Omar Duque
Edward G. Dykla
Jin Lee, Vice Chair
Eduardo Arabu

The following trustee was absent:

Carole Balzekas

Also present were the following:

Sharon K. Hahs, President
Jean A. Kelchauser, Assistant Secretary
Mark Dunn, Legal Counsel

University Provost, Vice Presidents and Staff

Approval of Minutes

Written Minutes of the meeting of September 18, 2008 and the Minutes of the Confidential Executive Session dated September 18, 2008 have been prepared and submitted. Chair Dudycz said that hearing no corrections, the Minutes stand as written.

President's Report

Before beginning her report, President Hahs presented NEIU sweatshirts to Omar Duque and Walter Dudycz for their newly born children/grandchildren, Gabriela Lucia Duque and Roxylana Bella DiBartolo.

President Hahs presented three items for Board approval. Approval of a fourth item (UPI Contract ratification) will be requested following discussion in Executive Session.

1. Mr. Dykla, seconded by Mr. Lee, moved to approve funding for the Construction of a Center for Academic Writing as follows:

The University has received a United States Department of Education Title V grant that will support the construction of a Center for Academic Writing on the 4th floor of the Ronald Williams Library.

The Center will be the home of the Writing Intensive Program and will offer workshops and consultation to departments, faculty, and instructors who are developing and teaching writing-intensive courses. The Center will also provide tutoring and other writing support to students enrolled in writing intensive courses.

Approximately 2,000 square feet on the 4th floor of the Library will be remodeled for the Center. The project includes the partial demolition and removal of existing building components (ceiling, flooring, light fixtures, ventilation elements, etc.) in the affected area of the Library. Construction includes new full-height drywall and glazed partitions; new ceiling, electrical supplies and lighting; appropriate telephone and data outlets; and modifications to existing electrical and HVAC systems.

This project was competitively bid and the recommended vendor was the lowest responsible bidder. Board approval is requested for the contract with Chicago Commercial Contractors, LLC.

PROJECT COST:

Base Bid	\$190,769
Additional funds if needed	<u>19,000</u>
TOTAL COST:	\$209,769

SOURCE OF FUNDS:

Federal Title V Grant

RECOMMENDED VENDOR:

Chicago Commercial Contractors, LLC
11921 Smith Dr.
Huntley, IL 60142

SUMMARY OF BIDS:

Chicago Commercial Contractors, LLC	\$190,769
Parkway Forming	192,900
MAG Construction	196,398
Clarion Construction	198,150
Chicagoland Building Contractors	199,599
DTS Enterprises	200,000
Vee See Construction	213,500

Expedia Construction	217,000
Anchor Mechanical	238,399
Paul Borg Construction Co.	247,000
Oakley Construction	250,000
JLJ Contracting, Inc.	383,349

Roll was called and the vote was as follows:

Azcoitia	Yes
Dawson	Yes
Dudycz	Yes
Duque	Yes
Dykla	Yes
Lee	Yes
Arabu	Yes

The motion carried.

2. Mr. Dykla, seconded by Dr. Dawson, moved to approve Installation of Emergency Notification System as follows:

At the September meeting, the Board of Trustees endorsed the University's Strategic Goals and Action Steps. Goal Five deals with University operations and the physical environment and includes the following action step: *Ensure that the University community is safe and secure; that facilities and infrastructure, including technology and critical data, are protected; and that plans are in place to continuously monitor and enhance campus security and emergency preparedness.*

Relatedly, on May 30, 2008 the Illinois General Assembly passed, and on August 22, 2008 the Governor signed, Senate Bill 2691 which expands the Campus Security Enhancement Act and requires each higher education institution in Illinois to "develop a National Incident Management-compliant, all hazards, emergency response plan." The new law also requires coordination with county/municipal response providers and "training and exercises for the plan annually at a minimum."

The University's Emergency Management Team has taken leadership and responsibility for developing the safety protocols for emergency planning and recovery. This team represents the major University functional areas: academic affairs, student affairs, institutional advancement (public relations and communications), and finance and administration. The chief of University Police provides leadership to the team that also includes members from facilities, computing, health services, counseling, and the library.

The one area of emergency preparedness which the University is most lacking and

which needs immediate attention is the implementation of redundant emergency notification systems. The ability to notify our students, faculty, and staff of an emergency situation in an immediate/instant manner is critical.

For several months, the Emergency Management Team, primarily staff from University Computing, University Police and Facilities Management, have been visiting other campuses and interviewing vendors to recommend emergency notification systems that would allow instant notification with live voice or pre-recorded messages and scrolling text messages on display boards. Deployment of such a system will assist the University in complying with the State of Illinois Campus Security Enhancement Act of 2008.

After conducting the appropriate research and vendor interviews, and visiting DePaul University and Wheaton College, which have implemented these systems, the University determined that the Wireless Emergency Notification Systems, made by BRG Precision Products, would be the most effective notification systems for all University campuses. The systems will be comprised of wireless signal transmitters placed on the main campus, CTC and CCICS campuses (El Centro is covered by the main campus transmitter), wireless outdoor speakers, wireless indoor speakers, scroll text boards, and control station(s). The systems will be networked which would allow messages to be initiated from any campus to any other campus using pre-recorded messages or live voice.

The BRG systems were selected based on evaluation of wireless emergency notification systems by the Emergency Management Team. BRG is a dominant player in the marketplace for these systems. It is the University's intent, based on final pricing terms, to purchase the BRG systems through the Grainger company, an approved IPHEC (Illinois Public Higher Education Cooperative) vendor. These systems not only meet our technical requirements but the price is more competitive than similar systems from non-IPHEC vendors. The current systems cost, as currently configured and without further pricing concessions, is approximately \$142,000 and will be paid for from the University Services Fee account.

While the purchase of the system equipment from Grainger is exempt from bidding and, as a result, Board expenditure approval, the electrical work needed to install the emergency notification system must be competitively bid and is subject to Board approval. Implementation of this system will require extensive electrical work at all campuses to supply power to the currently configured 147 speakers and 92 message boards. The electrical contractor will be selected based on a competitive bid basis once the final system configuration is complete, which should be by November 15. The timing of this configuration does not allow for the electrical work to be bid and presented to the Board for approval at the November 20, 2008 meeting. Also, because the next Board meeting is not until February 11, 2009, delaying approval of this expenditure will result in a lengthy delay in the installation of this important notification system. BRG

estimates that the electrical work needed to complete the installation of this notification system likely will total between \$100,000 and \$140,000 and the work will be paid for from University Services Fee revenue.

REQUESTED BOARD ACTION

It is requested that the Board of Trustees of Northeastern Illinois University authorize the University to award the bid for the electrical work for the installation of the University's emergency notification systems to the lowest responsible bidder, provided that bid is reasonable given the cost estimates developed for and by the University. If approved, notice of the bid award will be provided to the Board at the February 11, 2009 meeting.

Roll was called and the vote was as follows:

Azcoitia	Yes
Dawson	Yes
Dudycz	Yes
Duque	Yes
Dykla	Yes
Lee	Yes
Arabu	Yes

The motion carried.

Mr. Dykla, seconded by Mr. Duque, moved to approve the **Revised FY2010 Budget Request for the Education Building** as follows:

At its September 18, 2008, the Board of Trustees adopted the University's fiscal year 2010 operating and capital budget requests. Included in the capital request are funds for the new Education Building totaling \$71,503,500. This total includes \$6,299,900 for planning and \$65,203,600 for construction. These cost estimates were prepared by the architectural firm of Perkins & Will, which completed the Education Building planning program and conceptual design, in consultation with its construction costing consultant.

Perkins & Will recently sent notice to the University suggesting that we revise upward the cost of the Education Building. According to Perkins & Will, "it has been a volatile market over the past six months and we strongly recommend the following:"

- Increase the cost per square foot from \$286.88 to \$291.88
- Increase utility infrastructure costs by \$200,000

In total, these recommendations increase the cost of the requested Education Building

to \$72,977,200, with planning totaling \$6,429,700 and construction totaling \$66,547,500. Board approval is required for this change in our fiscal year 2010 budget request. Following Board approval, the revised budget request will be forwarded to the Illinois Board of Higher Education.

Roll was called and the vote was as follows:

Azcoitia	Yes
Dawson	Yes
Dudycz	Yes
Duque	Yes
Dykla	Yes
Lee	Yes
Arabu	Yes

The motion carried.

President Hahs reminded the trustees that her final item for approval, Ratification of the UPI Contract, would be deferred until after discussion in Executive Session.

President Hahs discussed two items presented at this meeting as information which she will be presenting for approval at the February 2009 meeting, the Amendment of Board Regulations Regarding the Approval of Expenditures and the Fiscal Year 2010 Tuition and Fee Rates. Mr. Duque expressed his concerns about approving the changes for expenditures proposed until concerns about the present practices are addressed. At Chair Dudycz's request, President Hahs said that she would provide comparative data from other institutions and Dr. Dawson asked that the information include the total budget of the other universities. Discussion followed about the process for items being presented on the meeting Agendas. Mr. Dunn discussed the process by which the President prepares the Agenda and the use of Robert's Rules of Order.

Board Committee Reports

Buildings and Grounds Committee Chair Edward Dykla gave the following construction update:

Building A Remodeling:

- The Illinois Capital Development Board authorized the University to proceed with remodeling of Building A, which will house the College of Business and Management, faculty offices and classrooms.
- Favorable bids were received for Asbestos Abatement and Demolition in April 2007; and work was completed in September 2007.
- For the construction phase, CDB opened bids in February and awarded contracts to a general contractor and 4 prime subcontractors.
- Authorization to Proceed was issued March 24, 2008 with a Final Completion Date scheduled for July 15, 2009.

Building F and E Remodeling/Expansion:

- This project also has a CDB state capital appropriation and includes remodeling and expanding Building F, enlarging the current 110 seat theater and remodeling the adjacent classroom and rehearsal space.
- An initial program was developed and a Conceptual Design was presented May 2008. The actual design work requires CDB approval to proceed.

Education Building:

- The Governor included planning and construction funds for the Education Building in his proposed fiscal year 2009 capital budget.
- Funding for the Education Building now awaits action by the Illinois General Assembly on the statewide capital program.
- The University completed an update of the current building program, site location and building design in April 2008.

Building H Chimney Masonry Repair:

- This project will remove the upper 12 feet of the 82 foot masonry chimney, rebuild the removed section, install a new concrete cap, replace old lightning protection, replace the ladder and grind and tuck point the remaining lower portion of the chimney.
- Building H was constructed in 1961 and expanded in 1972. The chimney was last renovated in 1978 and now, after 30 years of additional use, the masonry is failing to the point where repairs are needed.
- Work is in progress with expected completion November 2008.

Academic Writing Center

- Bids were opened in October and this project is a BOT action item for today's meeting.
- This project remodels approximately 2,000 square feet of the 4th floor in the Ronald Williams Library to support the Center for Academic Writing.
- On site construction is scheduled to begin in December and to be completed February 2009.

Legal Counsel Report

Mr. Dunn presented Legal Counsel Report No. 68. He reported that after seven years of litigation, the Attorney General's office has settled part of the claims in People v. U. S. Gypsum, Circuit Court of Cook County, 98-L-00061. All claims related to NEIU have now been settled and U. S. Gypsum is in the process of making payments to the State of Illinois. He said he would discuss other updates in Executive Session.

Old Business

Chair Dudycz read a note received from former Board Chair Nancy Masterson as follows: "Dear Sharon and Board of Trustees. I just want to thank you so very much for the most beautiful plaque you presented to me. It is in our library for all to see. It was a great twelve years for the University and I was privileged to be a part of it. God Speed and My Best, Nancy."

New Business

Dr. Azcoitia, seconded by Mr. Duque, moved that the Board of Trustees recognize the commitment and dedication that Dr. Santos Rivera has demonstrated and modeled to our University Community and that the Board of Trustees of Northeastern Illinois University grants Dr. Santos Rivera, the title of **Senior Executive Director Emeritus** upon his retirement. The Board of Trustees acknowledges that it is a waiver of the current policy which only awards this status to tenured academic personnel and read the following Resolution No 11.08.2 for adoption.

Resolution No. 11.08.2 Honoring Dr. Santos Rivera

WHEREAS, Dr. Santos Rivera has been a part of the Northeastern Illinois University community for more than 30 years; and

WHEREAS, Dr. Santos Rivera has made significant impacts in the lives of students through his work first as an Advisor in the Counseling Office, Program Coordinator of Proyecto Pa'lante and Director of Special Programs; and

WHEREAS, Dr. Santos Rivera has served above and beyond as interim director of the Department of Public Safety and Parking, interim Associate Dean of Students, interim Dean of Students, and Acting Vice President for Student Affairs; and

WHEREAS, in 1999 Dr. Santos Rivera became special assistant to the president and secured a grant from the W.K. Kellogg Foundation for the implementation of the Engaging Latino Communities for Education (ENLACE) initiatives; and

WHEREAS, Dr. Santos Rivera served as the Director of the ENLACE Leadership Institute; and

WHEREAS, Dr. Santos Rivera most recently has served as Senior Executive Director of Affirmative Action and Institutional Outreach Initiatives in the Office of the President; and

WHEREAS, Dr. Santos Rivera has provided leadership development for Latino students and professionals, offering support, advocacy and outreach services.

NOW, THEREFORE, BE IT RESOLVED that Dr. Santos Rivera be granted the title of Senior Executive Director Emeritus of Northeastern Illinois University effective upon his retirement in December 2008.

On behalf of the Board of Trustees of Northeastern Illinois University November 20, 2008. Walter W. Dudycz, Chair, Board of Trustees. Sharon K. Hahs, President, Northeastern Illinois University.

Roll was called and the vote was as follows:

Azcoitia	Yes
Dawson	Yes
Dudycz	Yes
Duque	Yes

Dykla	Yes
Lee	Yes
Arabu	Yes

The motion carried.

Dr. Dawson, seconded by Mr. Dykla, moved that the honored and esteemed Dr. Melvin Terrell be awarded the **title of Vice President for Student Affairs Emeritus** waiving the policy of awarding emeritus status to tenured faculty and read the following Resolution 11.08.3 for adoption as follows:

Resolution No. 11.08.3 Honoring Dr. Melvin C. Terrell

WHEREAS, Dr. Melvin C. Terrell served Northeastern Illinois University for more than 20 years as an advocate for students and more than 35 years in higher education; and

WHEREAS, during his time as Vice President for Student Affairs and Professor of Counselor Education, Dr. Melvin C. Terrell moved the division forward in key areas such as student services, assessment, increased grant funding over one million dollars for TRIO programs including a \$150,000 grant from the Ford Foundation, a grant from the Fund for the Improvement of Post Secondary Education and a grant from the National Association of Student Affairs Professionals, and was an advocate for underrepresented groups; and

WHEREAS, in 1989, Dr. Melvin C. Terrell founded the Minority Mentorship Program, “Partners for Success,” a program designed to improve the persistence and academic goals of Latino and African American students; established the Emerging Leaders program, revamped the Student Volunteers program and the Student Ambassadors Program; and

WHEREAS, Dr. Melvin C. Terrell has been a distinguished member of countless university committees and professional associations including Chair of the Illinois Committee for Black Concerns in Higher Education and Chair of the American Association of Higher Education’s Black Caucus Executive Board; and

WHEREAS, Dr. Melvin C. Terrell served as Vice Chair of the Search and Screen Committee for the Provost and in 2004 and 2005 as a Presidential Envoy to Tanzania, France and Poland and also as a member of the President’s Inauguration Committee in 2007; and

WHEREAS, among his many accomplishments, Dr. Melvin C. Terrell has brought national visibility to the university by serving in leadership roles in national student affairs organizations, including President of the National Association of Student Affairs Professionals (NASAP); and Editor of the NASAP Journal; and received the 2004 Outstanding Contribution to Literature or Research in Higher Education Award from the National Association of Student Personnel Administrators (NASPA); and

WHEREAS, Dr. Melvin C. Terrell received the 2006 National Association of Student Personnel Administrators (NASPA) Region IV East Award for Outstanding Performance

as a Senior Student Affairs Officer. In addition, Dr. Terrell is a prolific writer and has authored eight books including “Toward Administrative Reawakening: Creating and Maintaining Safe College Campuses” and more than twenty articles.

NOW, THEREFORE, BE IT RESOLVED, that Dr. Melvin C. Terrell be granted the title of Vice President Emeritus for Student Affairs of Northeastern Illinois University effective November 20, 2008.

On behalf of the Board of Trustees of Northeastern Illinois University November 20, 2008. Walter W. Dudycz, Chair, Board of Trustees. Sharon K. Hahs, President, Northeastern Illinois University.

Roll was called and the vote was as follows:

Azcoitia	Yes
Dawson	Yes
Dudycz	Yes
Duque	Yes
Dykla	Yes
Lee	Yes
Arabu	Yes

The motion carried.

Board Meeting Calendar for 2009

Chair Dudycz announced that Board meetings will be held on the following dates in 2009 and that the April 9, 2009 Board meeting will be held at El Centro. February 11, April 9, June 11, September 17 and November 19.

Upcoming Events

Chair Dudycz reminded the trustees of upcoming events as follows: Academic Honors Reception on December 2; Two Commencements on Saturday, December 13; the President’s Holiday Reception on December 14; and a Holiday Open House at the President’s Residence on Sunday, December 9 (invitations to follow)

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 5:02 p.m., Mr. Lee, seconded by Dr. Azcoitia, 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 of meetings lawfully closed under this Act, as permitted by Section 2. (c) (21) of the Open Meetings

Act and the motion was unanimously approved.

Reconvene in Open Session

At 6:00 p.m., Mr. Lee, seconded by Mr. Duque, moved to reconvene in Open Session and it was unanimously approved.

Dr. Dawson, seconded by Mr. Duque, moved to approve **Ratification of the Contract with the University Professionals of Illinois (UPI)** as follows:

Representatives of the University Professionals of Illinois (UPI) and University administration are negotiating a new contract that will replace the previous contract that expired August 31, 2008. The two sides have agreed to use Interest Based Bargaining (IBB) as the framework for negotiations. While IBB is intended to provide a more thorough and collaborative bargaining process, it typically requires a more significant investment of time than traditional bargaining. However, the bargain teams are making good progress. Because of the length of time it is taking to complete the entire contract, the bargaining teams negotiated the short-term contract presented below, dealing solely with compensation and timeframe. All other language in the contract will remain unchanged during the timeframe outlined in the contract. The purpose of this agreement is to provide compensation to bargaining unit members while the IBB process continues. This agreement provides additional time to work together to successfully complete the overall contract.

Board approval is requested for this contract between Board of Trustees and the University Professionals of Illinois.

The contract indicated below “effective September 1, 2008 through April 15, 2009” refers to the agreed upon Collective Bargaining Agreement between the Board of Trustees of Northeastern Illinois University and the UPI Local 4100 for the period of September 1, 2004 – August 31, 2008. The language reflected below does not change the terms of that contract for the period stated (September 1, 2008 – April 15, 2009) except for salary increase (21.01a) and duration (38.01a).

Article 21 Compensation

21.01a For the contract effective September 1, 2008 through April 15, 2009, the Board will grant each Employee a salary increase equal to 3% of the Employee’s basic salary for the previous fiscal year (FY08), retroactive to July 1, 2008 for all Academic Support Professionals and September 1, 2008 for Teaching Professionals, Resource Professionals, Instructors, and Temporary Resource Professionals.

Article 38 Duration and Implementation

38.01a The terms of this Agreement shall become effective upon execution of this Agreement by the Board and the Union and shall remain in effect from September 1,

2008 through April 15, 2009.

IN WITNESS WHEREOF, the parties hereto by their authorized representatives have executed this Agreement to be effective for September 1, 2008 – April 15, 2009.

For Northeastern Illinois University
Sharon K. Hahs
President
Northeastern Illinois University
Elliott Lessen
Administrative Team Leader

For University Professionals of Illinois
Susan Kaufman
President
UPI Local 4100
Therese Schuepfer
NEIU/UPI Chapter President

Roll was called and the vote was as follows:

Azcoitia	Yes
Dawson	Yes
Dudycz	Yes
Duque	Yes
Dykla	Yes
Lee	Yes
Arabu	Yes

The motion carried.

Dr. Azcoitia, seconded by Mr. Dykla, moved to approve the **destruction of verbatim records for the meeting of April 5, 2007** 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 5, 2007** 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 5, 2007** 2) the destruction of the verbatim records of the closed meeting held on **April 5, 2007** 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
Dawson	Yes
Dudycz	Yes
Duque	Yes
Dykla	Yes
Lee	Yes
Arabu	Yes

The motion carried.

Adjourn

At 6:03 p.m., Mr. Lee, seconded by Dr. Azcoitia, moved to adjourn and the motion was approved unanimously by voice vote.

Walter W. Dudycz, Chair
Jean A. Kelchauser, Assistant Secretary