

Board of Trustees of Northeastern Illinois University

Board Meeting Minutes

February 11, 2021

A meeting of the Board of Trustees of Northeastern Illinois University was convened on Thursday February 11, 2021 via video conference. Trustee Jim Palos, Chair of the Board, called the meeting to order at 1:00 p.m.

The following Trustees were in attendance: Carlos Azcoitia, Sherry Eagle, Barbara Fumo, Ann Kalayil, Gabriela Loreda, Jim Palos, Jonathan Stein, and George Vukotich

The following Trustees were not in attendance: Marvin Garcia and Charlie Serrano

Others in attendance: Dr. Gloria Gibson, President; Mary Pat Burns, Board Counsel; Karl Voigt, Assistant Secretary to the Board; vice presidents, and members of the University community.

Chair Palos made an announcement that today's proceedings are being held by video conference in accordance with the recently renewed Disaster Proclamation by the Governor of Illinois effective February 5, 2021, and in accordance with Public Act 101-0640 that requires a roll call vote on each matter acted upon.

Approval of meeting minutes

Chair Palos asked for any additions or corrections to the written minutes from the following meetings: all sessions of the November 19, 2020 Board meeting; the January 14, 2021 Academic/Student Affairs, Enrollment, and Technology Committee meeting; all sessions of the January 25, 2021 Audit Committee meeting; and the January 25, 2021 Finance, Buildings and Grounds Committee meeting. Hearing none, Trustee Eagle, seconded by Trustee Vukotich moved to approve the written meeting minutes as presented.

Discussion: there was no discussion

Roll was called and the vote was as follows:

| | | | | |
|----------------|------------|--------------|-------------|----------------|
| Azcoitia - Yes | Fumo - Yes | Kalayil - | Palos - Yes | Stein - |
| Eagle - Yes | Garcia - | Loreda - Yes | Serrano - | Vukotich - Yes |

The motion carried.

Opportunity for Public Comment

Chair Palos announced the Opportunity for Public Comment. 2 requests were received to address the board.

1. **Itzel Linares:** NEIU student
Topic: to advocate for DACA and undocumented student financial relief in the midst of COVID
 2. **Alan Mares:** NEIU student
Topic: to advocate for DACA and undocumented student financial relief in the midst of COVID
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Chair's and President's Preliminary Announcements

Chair Palos thanked the students, faculty, and staff for their flexibility and dedication in their continuing efforts in learning, teaching, and running the University remotely, and a special thanks to the essential workers who continue to work on site keeping the University safe. Chair Palos thanked the COVID-19 Task Force for their continued work and guidance as remote work continues, and finally expressed the Board's gratitude to the President and the executive team and thanked them for their continued leadership. Thanks to the team of people working on the best use projects for University properties on Bryn Mawr Avenue and the El Centro location, and for the participation from community members and elected officials. Chair Palos welcomed Dr. Terry Mena, the new Vice President for Student Affairs & Dean of Students. Dr. Mena's official first day is February 22. Chair Palos thanked Trustees for responding to the recent board education topics survey.

President Gibson echoed Chair Palos's thanks to the everyone for maintaining their learning, teaching, and working remotely, as well as those who have remained on site for the past several months. Dr. Gibson welcomed Dr. Terry Mena, who made brief remarks. Dr. Gibson announced that beginning in mid-March through the Governor's Shield Initiative, student, faculty, and staff will be eligible for free COVID testing. The COVID-19 Task Force will host a virtual forum on February 15 at 10 a.m. Dr. Gibson announced that the University is working closely with UPI members to address the air quality issues recently raised. Governor Pritzker will deliver his State of the State address next week. The University hopes to have a better idea of its future funding from the state. Shortly thereafter, the University will host a virtual budget town hall Friday, February 19 to review both the FY21 and FY22 budgets and any updates. NEIU will host a virtual community meeting on February 22 at 7 p.m. to discuss the Bryn Mawr properties. Jones Lang LaSalle (JLL) representatives will make a presentation and answer community questions. An update from JLL will be presented at the Finance, Buildings and Grounds committee in March, with a final report expected in April. The University has received \$11 million in HEERF 2 grants; \$3 million of which will go directly to students. The NEIU Foundation has replenished emergency student funds available to undocumented students. Those students who were not able to access funds earlier this year and requested funds will be awarded funds directly. Undocumented students will not have to re-apply; the funds will be delivered directly to students.

Committee Reports

Academic/Student Affairs, Enrollment, and Technology Committee

The Academic/Student Affairs, Enrollment, and Technology Committee met on January 14, 2021 via video conference. The minutes from that meeting are included in today's Board meeting materials.

The committee reviewed and discussed the CRM technology upgrade request, endorsed the justification, and advanced the item to the Finance, Buildings and Grounds Committee for purchase approval.

The committee received informational briefings on several other matters.

Audit Committee

The Audit Committee met on January 25, 2021 via video conference. The minutes from this meeting are included with today's Board meeting materials.

The committee received one informational item briefing before convening in Closed Session.

Finance, Buildings and Grounds Committee

The Finance, Buildings and Grounds Committee met on January 25, 2021 via video conference. The minutes from this meeting are included with today's Board meeting materials.

Two recommended action items came of out this meeting:

Action Item I. A. Approval of Committee Recommendation for Purchases \$100,000 or Greater: Merchant Services.

JP Morgan Chase Bank, NA (JPMC) is the recommended service provider. NEIU has partnered with JPMC for over 10 years and has relied heavily on the bank's capabilities and ease to seamlessly interface with our core Banner ERP systems. JPMC Merchant Services are integral components to the University's financial operations and provide for an efficient ability to collect revenue and maintain operations.

A sole source procurement was approved by the State's Chief Procurement Officer to award JPMC a two-year contract. Paid from University funds, the cost is not to exceed \$800,000 (assessment, processing and interchange fees).

Trustee Vukotich, seconded by Trustee Eagle, moved to approve the Purchases \$100,000 or Greater: Merchant Services as presented.

Discussion: there was no discussion

| | | | | |
|----------------|------------|--------------|-------------|----------------|
| Azcoitia - Yes | Fumo - Yes | Kalayil - | Palos - Yes | Stein - Yes |
| Eagle - Yes | Garcia - | Loredo - Yes | Serrano - | Vukotich - Yes |

The motion carried.

Action Item I. B. Approval of Committee Recommendation for Purchases \$100,000 or Greater: Customer Relationship Management (CRM) System

Technolutions is the recommended vendor based on their strong record of success at other institutions and that their product was designed specifically for higher education. Technolutions requested a waiver of the State's 20 percent Business Enterprise Program (BEP) goal. Due to the SLATE system being proprietary to Technolutions, the BEP goal is waived for this procurement. Technolutions was one of three firms reviewed by committee via the competitive sealed proposals (RFP) process as set forth in the Illinois Compiled Statutes (30 ILCS 500). The fee for their product was the lowest of the respondents at \$75,000 per year. An initial three-year contract with an option to renew for up to three more years with Technolutions would commence on approximately February 15, 2021. Total cost is not to exceed \$225,000 (\$75,000 per year). The initial 3-year term will be paid for from GEER funds. Any subsequent renewal years will be paid for from operations funds.

Trustee Eagle, seconded by Trustee Stein moved to approve the Purchases \$100,000 or Greater: Customer Relationship Management (CRM) System as presented.

Discussion: After several discussions about this topic in various committee meetings, Trustees feel confident from the dialogue in recommending this for approval today.

Roll was called and the vote was as follows:

| | | | | |
|----------------|------------|--------------|-------------|----------------|
| Azcoitia - Yes | Fumo - Yes | Kalayil - | Palos - Yes | Stein - Yes |
| Eagle - Yes | Garcia - | Loredo - Yes | Serrano - | Vukotich - Yes |

The motion carried.

Closed Session

At 1:54 p.m., Trustee Loredo, seconded by Trustee Eagle, moved to convene in Closed Session.

Discussion: there was no discussion

Roll was called and the vote was as follows:

| | | | | |
|----------------|------------|--------------|-------------|----------------|
| Azcoitia - Yes | Fumo - Yes | Kalayil - | Palos - Yes | Stein - Yes |
| Eagle - Yes | Garcia - | Loredo - Yes | Serrano - | Vukotich - Yes |

The motion carried.

Return to Open Session

At 2:57 p.m., Trustee Eagle, seconded by Trustee Azcoitia, moved to re-convene in Open Session. The motion was approved by acclamation.

Board Learning Session

At 3:00 p.m., Chair Palos welcomed three guest presenters to make presentations related to University and higher education procurement. Vicky Santiago, Director of Purchasing at NEIU and the moderator, introduced panelists Tracy Sullivan, Associate Vice President for Procurement at Governor's State University and Aaron Carter, Assistant Vice President for Procurement at University of Illinois. Panelists participated in a Q & A discussion about public procurement in Illinois, supplier diversity, and the Illinois Public Higher Education Cooperative (IPHEC). Panelists discussed various problem-solving initiatives, vendor relationships, and answered Trustees' questions.

Old/New Business

Chair Palos asked if there was any old or new business to bring forward. No old business was presented.

New business: Trustee Loredo, to echo the speakers from earlier in the meeting, advocated for greater undocumented student resources and better communication from the University about the resources available. Trustee Loredo asked the University to: provide a dedicated space for undocumented students; provide financial support to supply what is not available from federal funds; provide greater involvement from the Undocumented Student Resources Center director when planning communications to the overall student body, and when creating application documents and processes for University support and services; and provide dedicated support personnel to assist the Resources Center in advocating for undocumented students. The President indicated she would respond to these requests.

Due to lack of a quorum, the Board will not re-convene in Closed Session. There was no further business.

Motion to adjourn

At 4:09 p.m. Chair Palos asked for a motion to adjourn. Trustee Azcoitia, seconded by Trustee Loredo moved to adjourn the meeting. The meeting was adjourned by acclamation.

Respectfully submitted,

Jim Palos, Chair
Karl Voigt, Assistant Board Secretary
Approved April 15, 2021