

Board of Trustees of Northeastern Illinois University

**Board Meeting Minutes**  
June 10, 2021

A regular meeting of the Board of Trustees was convened via video conference on Thursday June 10, 2021. Jim Palos, Chair of the Board called the meeting to order at 1:00 p.m.

Roll was called and the following Trustees were present: Carlos Azcoitia; Sherry Eagle; Marvin Garcia; Gabriela Loredo-Garcia; Jim Palos; and Jonathan Stein

The following Trustees joined the meeting after roll call: Ann Kalayil and Charlie Serrano

Also present: Gloria Gibson, President; Peter Land, Acting General Counsel; Mary Pat Burns, Board Counsel; Karl Voigt, Assistant Secretary to the Board; vice presidents; staff; and university community members

Chair Palos read the following statement: "Governor Pritzker has continued in place his prior disaster proclamation in response to COVID-19, the most recent proclamation being dated May 28, 2021, and, as a result, this meeting is being held by video conference.

Since the Board is meeting remotely, Public Act 101-0640 requires a roll call vote be taken on each matter acted upon.

We are proceeding by video and audio conference because we continue to believe that due to the pandemic it is prudent to not all be physically present in the same space. We have posted notice of this meeting in accordance with the Open Meetings Act. The open portion of the meeting is being recorded and transcript of the proceedings will be prepared and ultimately, after approval, will be made available to the public on the NEIU website.

I would ask that anyone who speaks during this meeting first identify yourself - name and title – and remember that the standard rules for our board meetings still apply."

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**Approval of Meeting Minutes**

Trustee Eagle, seconded by Trustee Loredo-Garcia moved to approve the open and closed minutes from the: (i) March 8, 2021 and May 3, 2021 Executive Committee meetings, (ii) April 14, 2021 Finance, Buildings and Grounds Committee Special Meeting; (iii) March 18, 2021 REVISED Academic/Student Affairs, Enrollment, and Technology Committee Meeting and April 15, 2021 Academic/Student Affairs, Enrollment, and Technology Committee Special Meeting; (iv) April 15, 2021 Board Meeting, and the (v) April 29, 2021 Board of Trustees Special Meeting, and to keep the closed session minutes closed.

Discussion: there was no discussion

Roll was called and the vote was as follows:

Azcoitia - Yes	Garcia - Yes	Loredo - Yes	Serrano -
Eagle - Yes	Kalayil – Yes	Palos – Yes	Stein - Yes

The motion carried.

### **Opportunity for Public Comment**

Chair Palos announced the opportunity for public comment in accordance with P.A. 91-0715. There were no requests to speak.

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### **Chair's and President's Remarks**

Chair Palos offered congratulations on behalf of the Board to the Class of 2021. The Chair offered his thanks and deep gratitude to the COVID-19 Task Force for all the work they have undertaken over the past 15 months to keep everyone at the University as safe as possible in the face of an unprecedented pandemic. The terms of Trustees Fumo and Vukotich have expired and the Board is awaiting new appointees. Today is Gabriela Loreda-Garcia's last regular meeting as the Student Trustee. The Board will take up a matter related to Gaby's service and departure under new business. A new student trustee for 2021-2022 has not yet been appointed.

President Gibson echoed her congratulations to the Class of 2021. The University graduated 1,045 students in May; 763 undergraduates and 282 graduate students. Special thanks to all the faculty and staff who supported students throughout the last year. The University will be ready to apply for the Seal of Excelencia in June 2022. Special thanks to Trustees Garcia and Serrano, Dr. Terry Mena, Vice President for Student Affairs and Dean of Students, and the Council on Latinx Students at NEIU for their hard work toward this designation. The 'NEIU for You' scholarship initiative for 2021-2022 has been announced and is in Phase I, contacting students who have already applied for fall 2021 but have not made a commitment yet. Of the 1,800 students who have been contacted and informed about the scholarship initiative, 8-10% have indicated a favorable response. Phase II will begin in July and will aggressively promote the scholarship initiative to students interested in NEIU. The University will announce its return to campus plans in the coming days and is putting together an interim policy to help provide clarity regarding relevant procedures concerning the safety and security of students, faculty, and staff. Air quality assessments continue at all University locations, as well as deep cleaning and disinfecting. 80% of fall classes are expected to be face-to-face, and there will be a component of hybrid course offerings as appropriate. Dr. Gibson thanked the tireless efforts of the COVID-19 Task Force, faculty, University leadership, and everyone who helped students navigate the last 15 months of remote instruction. Dr. Kamau Rashid has been selected as the Executive Director of the University's new Ed.D. degree program in Urban Studies; the University's first doctoral program. Dr. Gibson expressed her thanks to Institutional Advancement for organizing a 2-day capital campaign training workshop facilitated by the Lilly School of Philanthropy and involving Board and University leadership. The University will embark on its second capital campaign beginning in 2022. The computer science program moved to the College of Business and Management this past spring. The College is being renamed the College of Business and Technology and is developing several new degree and certificate programs. On June 1, 2021 the General Assembly approved the state's \$42.3 billion FY22 budget. Of that, higher education has been allotted \$1.9 billion with a 6% increase in M.A.P. funding. NEIU's FY22 appropriation will be level with FY21. Dr. Gibson thanked the Governor, members of the General Assembly, and Suleyma Perez, the University's Senior Executive Director for Government Relations for their efforts on behalf of the University. Dr. Gibson thanked everyone at Northeastern for the past 3 years. She remains committed to NEIU and looks forward to the coming year.

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### **Committee Reports**

#### Executive Committee

Chair Palos reported that the Executive Committee met on May 3, 2021 via video conference. The committee approved the proposed charter of the sub-committee of the Academic/Student

Affairs, Enrollment, and Technology Committee to support the efforts of attaining the Seal of Excelencia designation for the University. Future board learning sessions, which have previously taken place during virtual board meetings this year, will be incorporated into the board's pre-board meeting luncheons once the University is back face-to-face. The Executive Committee is dedicating time at each of its future meetings to have a presentation from one of the University's constituency groups for up to fifteen minutes per group. The executive committee will now monitor its general delivery mailbox (bot@neiu.edu).

#### Academic/Student Affairs, Enrollment, and Technology Committee

The Academic/Student Affairs, Enrollment, and Technology Committee met on May 17, 2021 via video conference. The committee received informational briefings on several items including one item that is being presented for action by the Finance, Buildings and Grounds Committee. Trustee Kalayil re-iterated the committee's congratulations to the faculty members who were approved for tenure and promotion at the April board meeting. She also offered her thanks and congratulations to outgoing Student Trustee, Gabriela Loreda-Garcia.

#### Finance, Buildings and Grounds Committee

The Finance, Buildings and Grounds Committee met on May 17, 2021 via video conference. The committee received informational briefings and reviewed and discussed the following items and recommend them for approval today:

#### Action Item I. A. Approval of Recommendation of Purchases \$100,000 or Greater: Grant Proposal Development Services.

The University uses a firm to provide grant proposal development consulting services to increase its ability to raise external funds. McAllister & Quinn, LLC is the recommended vendor based on their proven track record of delivering millions of dollars in external funding to their higher education clients through competitive grants. The firm will develop a three-year strategic matrix for funding that meets Northeastern's priorities and needs, set up meetings with program officers of granting agencies as necessary, write and coach, review and edit four proposals to granting agencies per year over the next three years and provide technical assistance and support for up to eight others per year. In the renewal term, the same process will be implemented. McAllister & Quinn, LLC was the only firm reviewed by a committee via the Request for Proposals (RFP) competitive sealed process. The fee for the professional services has been negotiated, and upon Board approval a three-year contract with three one-year renewal options with McAllister & Quinn, LLC will commence on July 1, 2021 and will expire on June 30, 2024. The renewal term will commence on July 1, 2024 and will expire on July 30, 2027. The contract also includes 20% BEP participation with Maberry Consulting Services, LLC. The initial 3-year term will cost \$114,000 per year. The additional 3-year optional renewals will cost \$119,700 per year. The source of funding would come from indirect costs, state general revenue, and the Provost's projects account.

Trustee Eagle, seconded by Trustee Azcoitia moved to approve expenditures of \$342,000 for the initial three-year term and subject to legal review in successful future contract negotiations for the purchase of grant proposal development consulting services from McAllister & Quinn, LLC.

Discussion: there was no discussion

Roll was called and the vote was as follows:

Azcoitia - Yes	Garcia - Yes	Loredo - Yes	Serrano - Yes
Eagle - Yes	Kalayil – Yes	Palos – Yes	Stein - Yes

The motion carried.

Action Item I. B. Approval of Recommendation of Purchases \$100,000 or Greater: Touchnet e-payment services contract.

Northeastern Illinois University requires an e-commerce solution across campus and has utilized TouchNet Information Systems, Inc. which has developed a strategic partnership with Ellucian Banner, Northeastern’s current Enterprise Resource Planning (ERP) system. The original 10-year agreement obtained via RFP from TouchNet Information Systems, Inc. expired on August 31, 2015. A Sole Source Justification for continued service with TouchNet Information Systems, Inc. for e-payment services was submitted to the State of Illinois Chief Procurement Office in 2015. At the June 18, 2015 meeting, the Board was informed that the Sole Source Agreement had been approved and would serve for six years expiring on June 30, 2021. The University sought and received approval on April 19, 2021 from the State’s Chief Procurement Officer of Higher Education (CPO) for the e-payment services as a Sole Source procurement. The procurement was approved based on economic feasibility and the CPO granted Northeastern a two-year extension with TouchNet through June 30, 2023. Year 1 costs are not to exceed \$164,400.00. Year 2 costs are not to exceed \$180,840.00. The source of funds for this service will come from the University’s technology initiative.

Trustee Eagle, serconded by Trustee Azcoitia moved to approve expenditures of up to \$346,000.00 for two years for the purchase of e-payment services from TouchNet Information Systems, Inc.

Discussion: there was no discussion

Roll was called and the vote was as follows:

Azcoitia - Yes	Garcia - Yes	Loredo - Yes	Serrano - Yes
Eagle - Yes	Kalayil – Yes	Palos – Yes	Stein - Yes

The motion carried.

Action Item I. C. Approval of Recommendation of Preliminary FY22 Operating Budget

The Northeastern Illinois University Board of Trustees is asked to approve the University operating budget that represents preliminary estimated spending plans for the upcoming fiscal year beginning on July 1, 2021 and will be asked to approve the final Fiscal Year 2022 (FY2022) detailed budget at its September 2021 Board meeting. The total preliminary FY2022 budget available for operating purposes in FY2022 are estimated at \$155,183,300, an increase of \$1,237,500, or 0.8 percent, from the FY2021 budget.

Trustee Eagle, seconded by Trustee Azcoitia moved to approve the preliminary FY22 operating budget as presented.

Discussion: Trustees thanked the finance and budget office staffs for their work in putting together a comprehensive presentation on the preliminary FY22 budget.

Roll was called and the vote was as follows:

Azcoitia - Yes	Garcia - Yes	Loredo - Yes	Serrano - Yes
Eagle - Yes	Kalayil – Yes	Palos – Yes	Stein - Yes

The motion carried.

Action Item I. D. Approval of Recommendation that the University proceed with the lease of the Bryn Mawr property on such terms and conditions, and at such time as determined by the Board, to be in the best interest of the University.

Trustee Stein, seconded by Trustee Eagle moved approve the recommendation as presented.

Discussion: there was no discussion

Roll was called and the vote was as follows:

Azcoitia - Yes	Garcia - Yes	Loredo - Yes	Serrano - Yes
Eagle - Yes	Kalayil – Yes	Palos – Yes	Stein - Yes

The motion carried.

Action Item I. E. Approval of Recommendation to extend the contract with Jones Lang LaSalle (JLL) to serve as the broker of record in the leasing of the Bryn Mawr properties at a cost not to exceed \$100,000 and subject to the execution of a formal listing agreement.

Trustee Stein, seconded by Trustee Eagle moved to approve the recommendation as presented.

Discussion: Trustees engaged in a lengthy discussion about the initial project scope recently completed by JLL and the report that was accepted by the board, and sought and received additional input from the University's purchasing staff regarding state procurement processes and rules. The recommendation, as stated, does not meet the minimum state standard for procurement and a separate procurement for real estate brokerage services related to the leasing of the Bryn Mawr properties is supported.

Roll was called and the vote was as follows:

Azcoitia - Yes	Garcia - No	Loredo - No	Serrano - No
Eagle - Yes	Kalayil – No	Palos – No	Stein - Yes

The motion was defeated.

Action Item I. F. Approval of Recommendation that the University proceed with the lease of the El Centro parcels on such terms and conditions, and at such time as determined by the Board, to be in the best interest of the University.

Trustee Stein, seconded by Trustee Azcoitia moved approve the recommendation as presented.

Discussion: Trustees engaged in a lengthy discussion in support of leasing these parcels. Trustee Eagle asked that committee members, at future committee meetings, diligently review and debate information at the committee level before bringing recommendations to the full board.

Roll was called and the vote was as follows:

Azcoitia - Yes	Garcia - Yes	Loredo - Yes	Serrano - Yes
Eagle - Yes	Kalayil – Yes	Palos – Yes	Stein - Yes

The motion carried.

Action Item I. G. Approval of Recommendation to extend the contract with Jones Lang LaSalle (JLL) to serve as the broker of record in the leasing of the El Centro property at a cost not to exceed \$100,000 and subject to the execution of a formal listing agreement.

Trustee Eagle, seconded by Trustee Garcia moved to approve the recommendation as presented.

Discussion: Trustees had a similar discussion along the lines of that of Action Item I. E. A new procurement is supported for real estate brokerage services related to the leasing of the El Centro property.

Roll was called and the vote was as follows:

Azcoitia - No	Garcia - No	Loredo - No	Serrano - No
Eagle - Yes	Kalayil – No	Palos – No	Stein – Yes

The motion was defeated.

#### Audit Committee

The Audit Committee met on June 8, 2021 and received a briefing on the University's 2020 compliance and financial audits recently released by the Illinois Auditor General. The committee recommends the board accept and file these documents.

Action Item I. H. Approval of Recommendation to Accept and File the University's 2020 Compliance and Financial Audits

Trustee Loredo-Garcia, seconded by Trustee Serrano moved to approve the recommendation as presented.

Discussion: there was no discussion

Roll was called and the vote was as follows:

Azcoitia - Yes	Garcia - Yes	Loredo - Yes	Serrano - Yes
Eagle - Yes	Kalayil – Yes	Palos – Yes	Stein - Yes

The motion carried.

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**Motion to Convene in Closed Session**

At 2:36 p.m. Trustee Garcia, seconded by Trustee Loredo-Garcia moved to convene in Closed Session citing sections 2(c)1 and 2(c)11 of the Illinois Open Meetings Act.

Discussion: there was no discussion

Roll was called and the vote was as follows:

Azcoitia - Yes	Garcia - Yes	Loredo - Yes	Serrano - Yes
Eagle - Yes	Kalayil – Yes	Palos – Yes	Stein - Yes

The motion carried.

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**Motion to Reconvene in Open Session**

At 3:18 p.m. Trustee Kalayil, seconded by Trustee Serrano moved to reconvene in Open Session. The motion carried by acclamation. Chair Palos requested a five-minute recess and the open meeting commenced at 3:24 p.m.

Action Item I. I. Approval of the President's 2021 Annual Evaluation

Trustee Kalayil, seconded by Trustee Garcia moved to approve the President's 2021 Annual Evaluation

Discussion: discussion occurred during Closed Session

Roll was called and the vote was as follows:

Azcoitia - Yes	Garcia - Yes	Loredo - Yes	Serrano - Yes
Eagle - Yes	Kalayil – Yes	Palos – Yes	Stein - Yes

The motion carried.

Action Item I. J. Delegation to Executive Committee to Finalize President's Annual Compensation for July 1, 2021 – June 30, 2022

Trustee Kalayil, seconded by Trustee Serrano moved to approve the delegation to the Executive Committee as presented.

Discussion: there was no discussion

Roll was called and the vote was as follows:

Azcoitia - Yes	Garcia - Yes	Loredo - Yes	Serrano - Yes
Eagle - Yes	Kalayil – Yes	Palos – Yes	Stein - Yes

The motion carried.

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**Old and New Business**

There was no old business raised. Chair Palos asked for a motion to adopt the following resolution honoring Student Trustee Gabriela Loredo-Garcia:

WHEREAS, Gabriela Loredo-Garcia was elected to serve as the Student Trustee on the Northeastern Illinois University Board of Trustees from July 1, 2020 through June 30, 2021; and

WHEREAS, Gabriela Loredo-Garcia is a first-generation graduate of Northeastern Illinois University with a Bachelor of Science degree in Political Science and a minor in Criminology who aspires to a career in law; and

WHEREAS, Gabriela Loredo-Garcia, in addition to her impressive academic work, has tirelessly promoted Northeastern Illinois University and the success of its students through her active involvement in Student Leadership Development and Student Government; and

WHEREAS, Gabriela Loredo-Garcia has been a vocal advocate on behalf of undocumented students and has championed the cause of undocumented students at Northeastern; and

WHEREAS, Gabriela Loredo-Garcia has actively pursued equity among the entire student body, and has admirably represented her fellow students as a member of the Board of Trustees, as well as being a respected ambassador of Northeastern Illinois University.

NOW, THEREFORE, BE IT RESOLVED, that the Board of Trustees of Northeastern Illinois University honors Gabriela Loredo-Garcia and expresses its sincere gratitude for her exemplary service.

Presented on behalf of the Board of Trustees of Northeastern Illinois University on June 10, 2021.

Trustee Garcia, seconded by Trustee Azcoitia moved to adopt the resolution as presented.

Discussion: Trustees congratulated Gaby, thanked her for her many contributions to the Board on behalf of the students and wished her well.

The motion carried by acclamation.

Chair Palos asked Trustees to review the draft 2022 Board meeting calendar and let Karl know of any conflicts or issues.

Chair Palos announced the next regular Board meeting is scheduled for September 23, 2021.

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**Motion to Adjourn**

At 3:35 p.m. Trustee Serrano, seconded by Trustee Loredo-Garcia moved to adjourn. The meeting was adjourned by acclamation.

Respectfully submitted,

Jim Palos, Chair of the Board  
Karl Voigt, Assistant Board Secretary  
Approved September 23, 2021