



President's Report

to the
Board of Trustees

May 28, 2024



TABLE OF CONTENTS

ACTION ITEMS I.

| | |
|---|----|
| A. Board Action on Committee Recommendation Regarding the Tenure Awards for Gretchen LaCivita and Nathan Putnam..... | 2 |
| B. Board Action on Committee Recommendation Regarding the Master of Science in Nursing Proposed 5-Year Program Budget | 3 |
| C. Board Action on Committee Recommendation Regarding the FY2025 Preliminary Operating Budget | 4 |
| D. Board Action on Committee Recommendation Regarding the Board’s Treasurer..... | 15 |

INFORMATION ITEMS II.

| | |
|--|----|
| A. 3 rd Quarter Budget to Actuals | 16 |
| B. Purchases of at Least \$100,000 but Less Than \$250,000 | 19 |
| C. Construction and Signage Update | 20 |

**ACTION ITEM I. A. BOARD ACTION ON COMMITTEE RECOMMENDATION REGARDING THE
TENURE AWARDS FOR GRETCHEN LACIVITA AND NATHAN PUTNAM**

Gretchen LaCivita, Ph.D.

Following a national search, Gretchen LaCivita, Ph.D., was hired as the Executive Director of NEIU's Master of Science in Nursing (MSN) program within the Daniel L. Goodwin College of Education and began her appointment in September 2023.

Dr. LaCivita earned a Bachelor of Science in Nursing degree from Millikin University, in Decatur, Illinois, in 1994; a Master's degree in Public Health from the University of Illinois, Chicago in 2007; and a Doctorate of Nursing Practice from Loyola University Chicago in 2018. Dr. LaCivita has been a leader in nursing education for the past 14 years, and has certifications in both nursing education and health care simulation. Dr. LaCivita's significant accomplishments and her leadership role in the implementation of NEIU's new Master of Science degree in Nursing qualify her for tenure and appointment to the rank of Associate Professor.

Recommended Action

I request that the Board approve the Academic/Student Affairs, Enrollment, and Technology Committee's recommendation of tenure at the rank of Associate Professor of Nursing to Gretchen LaCivita, Ph.D., within the Department of Health Sciences, Physical Education, Educational Foundations, and Urban Community Studies. This recommendation comes with support from the Department of Health Sciences and Physical Education (HSPE), Dean Thomas Philion, Daniel L. Goodwin College of Education, and Interim Provost and Vice President for Academic Affairs, Shayne Cofer.

Nathan Putnam, M.M., M.L.I.S., M.B.A.

Following a national search, Nathan Putnam was hired as Associate Dean of Libraries and began his appointment in March 2024.

Mr. Putnam earned a Bachelor of Music degree from the University of Wisconsin, Stevens Point; a Master of Music from Michigan State University, East Lansing, MI; a Master of Library and Information Science degree from Wayne State University; and a Master of Business Administration degree from The Ohio State University. He has over 20 years of experience working at academic and/or non-profit supporting libraries and has taught graduate-level library and information sciences courses. Mr. Putnam's demonstrated record of excellence in librarianship, research/creative activities, and service qualify him for tenure and appointment to the rank of Associate Professor.

Recommended Action

I request that the Board approve the Academic/Student Affairs, Enrollment, and Technology Committee's recommendation of tenure at the rank of Associate Professor of Libraries to Nathan Putnam. This recommendation comes with support from the NEIU Libraries, Dean Steven Harris, NEIU Libraries, and Interim Provost and Vice President for Academic Affairs, Shayne Cofer.

ACTION ITEM I. B. BOARD ACTION ON COMMITTEE RECOMMENDATION REGARDING THE MASTER OF SCIENCE IN NURSING – ENTRY INTO PRACTICE PROGRAM 5-YEAR BUDGET PROPOSAL

| Master of Science in Nursing (72 CH) 5 Year Budget Fall 2025 Start | Planning Year 1 2023-2024 | | Planning Year 2 2024-2025 | | Planning Year 3 2025-2026 | | Planning Year 4 2026-2027 | | Operating Year 1 2028-2029 Entry Cohorts of 15, F & SP | | Operating Year 2 2029 Cohorts of 15, F & SP | | Operating Year 3 2029-2030 Entry Cohorts of 20, F & SP | | Operating Year 4 2030 Entry Cohorts of 20, F & SP | | Operating Year 5 2030-2031 Entry Cohorts of 20, F & SP | | |
|--|---|-------------------|------------------------------|-------------------|------------------------------|-------------------|------------------------------|-------------------|--|---------------------|---|---------------------|--|---------------------|---|---------------------|--|---------------------|---------------------|
| | STUDENTS | Total Credits | STUDENTS | Total Credits | STUDENTS | Total Credits | STUDENTS | Total Credits | STUDENTS | Total Credits | STUDENTS | Total Credits | STUDENTS | Total Credits | STUDENTS | Total Credits | STUDENTS | Total Credits | |
| Students/Credit Hours (see notes at bottom of sheet) | | | | | | | | | | | | | | | | | | | |
| Total time resident students | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 30 | 60 | 60 | 199 | 85 | 245 | 95 | 282 | 120 | 366 | |
| Part Time resident students | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | |
| Total resident students | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 30 | 60 | 60 | 199 | 85 | 245 | 95 | 282 | 120 | 366 | |
| Non-resident students | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | |
| TOTAL | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 30 | 60 | 60 | 199 | 85 | 245 | 95 | 282 | 120 | 366 | |
| Anticipated Revenue | | | | | | | | | | | | | | | | | | | |
| NEIU Graduate Tuition | Per credit hour | \$441 | \$441 | \$441 | \$441 | \$441 | \$441 | \$441 | \$441 | \$441 | \$441 | \$441 | \$441 | \$441 | \$441 | \$441 | \$441 | \$441 | |
| MSN Differential Tuition | 80% | \$132 | \$132 | \$132 | \$132 | \$132 | \$132 | \$132 | \$132 | \$132 | \$132 | \$132 | \$132 | \$132 | \$132 | \$132 | \$132 | \$132 | |
| TOTAL | \$ | \$ 574 | \$ 574 | \$ 603 | \$ 603 | \$ 603 | \$ 603 | \$ 603 | \$ 533,292 | \$ 603 | \$ 1,202,145 | \$ 631 | \$ 1,553,324 | \$ 631 | \$ 1,768,508 | \$ 631 | \$ 1,823,313 | \$ 631 | \$ 1,823,313 |
| PERSONNEL | | | | | | | | | | | | | | | | | | | |
| Exec Director | 1 | \$150,000 | \$150,000 | \$150,000 | \$150,000 | \$150,000 | \$150,000 | \$150,000 | \$150,000 | \$150,000 | \$150,000 | \$150,000 | \$150,000 | \$150,000 | \$150,000 | \$150,000 | \$150,000 | \$150,000 | \$150,000 |
| Faculty Fringe | 1 course per semester | \$95,000 | \$95,000 | \$95,000 | \$95,000 | \$95,000 | \$95,000 | \$95,000 | \$95,000 | \$95,000 | \$95,000 | \$95,000 | \$95,000 | \$95,000 | \$95,000 | \$95,000 | \$95,000 | \$95,000 | \$95,000 |
| Simulation Director | 1 | \$47,000 | \$47,000 | \$47,000 | \$47,000 | \$47,000 | \$47,000 | \$47,000 | \$47,000 | \$47,000 | \$47,000 | \$47,000 | \$47,000 | \$47,000 | \$47,000 | \$47,000 | \$47,000 | \$47,000 | \$47,000 |
| Adj Prof | 4 | \$85,000 | \$340,000 | \$340,000 | \$340,000 | \$340,000 | \$340,000 | \$340,000 | \$340,000 | \$340,000 | \$340,000 | \$340,000 | \$340,000 | \$340,000 | \$340,000 | \$340,000 | \$340,000 | \$340,000 | \$340,000 |
| Instructor | 2 | \$85,000 | \$170,000 | \$170,000 | \$170,000 | \$170,000 | \$170,000 | \$170,000 | \$170,000 | \$170,000 | \$170,000 | \$170,000 | \$170,000 | \$170,000 | \$170,000 | \$170,000 | \$170,000 | \$170,000 | \$170,000 |
| MSN Adjunct Faculty | 5 | \$20,000 | \$100,000 | \$100,000 | \$100,000 | \$100,000 | \$100,000 | \$100,000 | \$100,000 | \$100,000 | \$100,000 | \$100,000 | \$100,000 | \$100,000 | \$100,000 | \$100,000 | \$100,000 | \$100,000 | \$100,000 |
| Summer Faculty | 10 | \$10,000 | \$100,000 | \$100,000 | \$100,000 | \$100,000 | \$100,000 | \$100,000 | \$100,000 | \$100,000 | \$100,000 | \$100,000 | \$100,000 | \$100,000 | \$100,000 | \$100,000 | \$100,000 | \$100,000 | \$100,000 |
| Other Staff | | | | | | | | | | | | | | | | | | | |
| Simulation Operations Specialist | 1 | \$60,000 | \$60,000 | \$60,000 | \$60,000 | \$60,000 | \$60,000 | \$60,000 | \$60,000 | \$60,000 | \$60,000 | \$60,000 | \$60,000 | \$60,000 | \$60,000 | \$60,000 | \$60,000 | \$60,000 | \$60,000 |
| Office Equipment Coordinator | 1 | \$8,000 | \$8,000 | \$8,000 | \$8,000 | \$8,000 | \$8,000 | \$8,000 | \$8,000 | \$8,000 | \$8,000 | \$8,000 | \$8,000 | \$8,000 | \$8,000 | \$8,000 | \$8,000 | \$8,000 | \$8,000 |
| Professional Service Program Assistant | 1 | \$20,000 | \$20,000 | \$20,000 | \$20,000 | \$20,000 | \$20,000 | \$20,000 | \$20,000 | \$20,000 | \$20,000 | \$20,000 | \$20,000 | \$20,000 | \$20,000 | \$20,000 | \$20,000 | \$20,000 | \$20,000 |
| Office Manager | 1 | \$20,000 | \$20,000 | \$20,000 | \$20,000 | \$20,000 | \$20,000 | \$20,000 | \$20,000 | \$20,000 | \$20,000 | \$20,000 | \$20,000 | \$20,000 | \$20,000 | \$20,000 | \$20,000 | \$20,000 | \$20,000 |
| TOTAL | \$ | \$ 150,000 | \$ 150,000 | \$ 154,500 | \$ 154,500 | \$ 154,500 | \$ 154,500 | \$ 154,500 | \$ 154,500 | \$ 154,500 | \$ 154,500 | \$ 154,500 | \$ 154,500 | \$ 154,500 | \$ 154,500 | \$ 154,500 | \$ 154,500 | \$ 154,500 | \$ 154,500 |
| STUDENT FINANCIAL ASSISTANCE | | | | | | | | | | | | | | | | | | | |
| Assistantship | 2400 per semester, cost not included summer | | | | | | | | | | | | | | | | | | |
| Tuition Waiver (per assistantship) | 80% | \$132 | \$132 | \$132 | \$132 | \$132 | \$132 | \$132 | \$132 | \$132 | \$132 | \$132 | \$132 | \$132 | \$132 | \$132 | \$132 | \$132 | \$132 |
| Scholarship Stipend | 1000 | \$1,000 | \$1,000 | \$1,000 | \$1,000 | \$1,000 | \$1,000 | \$1,000 | \$1,000 | \$1,000 | \$1,000 | \$1,000 | \$1,000 | \$1,000 | \$1,000 | \$1,000 | \$1,000 | \$1,000 | \$1,000 |
| TOTAL | \$ | \$ 1,132 | \$ 1,132 | \$ 1,132 | \$ 1,132 | \$ 1,132 | \$ 1,132 | \$ 1,132 | \$ 1,132 | \$ 1,132 | \$ 1,132 | \$ 1,132 | \$ 1,132 | \$ 1,132 | \$ 1,132 | \$ 1,132 | \$ 1,132 | \$ 1,132 | \$ 1,132 |
| Non-Personnel | | | | | | | | | | | | | | | | | | | |
| ATI Assessment - AACN Accreditation | | \$15,000 | \$15,000 | \$15,000 | \$15,000 | \$15,000 | \$15,000 | \$15,000 | \$15,000 | \$15,000 | \$15,000 | \$15,000 | \$15,000 | \$15,000 | \$15,000 | \$15,000 | \$15,000 | \$15,000 | \$15,000 |
| Other Contractual | | \$100,000 | \$100,000 | \$100,000 | \$100,000 | \$100,000 | \$100,000 | \$100,000 | \$100,000 | \$100,000 | \$100,000 | \$100,000 | \$100,000 | \$100,000 | \$100,000 | \$100,000 | \$100,000 | \$100,000 | \$100,000 |
| Simulation Supplies/Equipment | | \$100,000 | \$100,000 | \$100,000 | \$100,000 | \$100,000 | \$100,000 | \$100,000 | \$100,000 | \$100,000 | \$100,000 | \$100,000 | \$100,000 | \$100,000 | \$100,000 | \$100,000 | \$100,000 | \$100,000 | \$100,000 |
| Simulation Technology | | | | | | | | | | | | | | | | | | | |
| Facility Costs | | \$148,000 | \$148,000 | \$148,000 | \$148,000 | \$148,000 | \$148,000 | \$148,000 | \$148,000 | \$148,000 | \$148,000 | \$148,000 | \$148,000 | \$148,000 | \$148,000 | \$148,000 | \$148,000 | \$148,000 | \$148,000 |
| Travel | | \$5,000 | \$5,000 | \$5,000 | \$5,000 | \$5,000 | \$5,000 | \$5,000 | \$5,000 | \$5,000 | \$5,000 | \$5,000 | \$5,000 | \$5,000 | \$5,000 | \$5,000 | \$5,000 | \$5,000 | \$5,000 |
| Professional Development | | \$5,000 | \$5,000 | \$5,000 | \$5,000 | \$5,000 | \$5,000 | \$5,000 | \$5,000 | \$5,000 | \$5,000 | \$5,000 | \$5,000 | \$5,000 | \$5,000 | \$5,000 | \$5,000 | \$5,000 | \$5,000 |
| Marketing | | \$2,000 | \$2,000 | \$2,000 | \$2,000 | \$2,000 | \$2,000 | \$2,000 | \$2,000 | \$2,000 | \$2,000 | \$2,000 | \$2,000 | \$2,000 | \$2,000 | \$2,000 | \$2,000 | \$2,000 | \$2,000 |
| Library (JGAIN, Database subscription) | | \$7,000 | \$7,000 | \$7,000 | \$7,000 | \$7,000 | \$7,000 | \$7,000 | \$7,000 | \$7,000 | \$7,000 | \$7,000 | \$7,000 | \$7,000 | \$7,000 | \$7,000 | \$7,000 | \$7,000 | \$7,000 |
| TOTAL | \$ | \$ 275,000 | \$ 275,000 | \$ 275,000 | \$ 275,000 | \$ 275,000 | \$ 275,000 | \$ 275,000 | \$ 275,000 | \$ 275,000 | \$ 275,000 | \$ 275,000 | \$ 275,000 | \$ 275,000 | \$ 275,000 | \$ 275,000 | \$ 275,000 | \$ 275,000 | \$ 275,000 |
| FISCAL YEAR TOTAL EXPENSES | \$ | \$ 150,000 | \$ 425,000 | \$ 429,500 | \$ 429,500 | \$ 429,500 | \$ 429,500 | \$ 429,500 | \$ 1,279,361 | \$ 1,279,361 | \$ 1,279,361 | \$ 1,279,361 | \$ 1,279,361 | \$ 1,279,361 | \$ 1,279,361 | \$ 1,279,361 | \$ 1,279,361 | \$ 1,279,361 | \$ 1,279,361 |
| Net | \$ | \$190,300 | \$475,000 | \$429,500 | \$429,500 | \$429,500 | \$429,500 | \$429,500 | \$740,670 | \$740,670 | \$740,670 | \$740,670 | \$740,670 | \$740,670 | \$740,670 | \$740,670 | \$740,670 | \$740,670 | \$740,670 |
| NURSING START-UP BUDGET | \$ | \$116,800 | \$441,000 | \$441,000 | \$441,000 | \$441,000 | \$441,000 | \$441,000 | \$186,130 | \$186,130 | \$186,130 | \$186,130 | \$186,130 | \$186,130 | \$186,130 | \$186,130 | \$186,130 | \$186,130 | \$186,130 |
| CAPITAL/CONSTRUCTION COSTS @ 10% FINANCING CHARGE | | | | | | | | | | | | | | | | | | | |
| Current Start-Up Expense | \$1.3 million | | | | | | | | | | | | | | | | | | |
| Current Start-Up Expense | \$1.3 million | | | | | | | | | | | | | | | | | | |
| NEIU Foundation Risk (FY24) | \$75,000 | | | | | | | | | | | | | | | | | | |
| NOTES | | | | | | | | | | | | | | | | | | | |
| (1) Operating Year 1-2: The program will recruit and enroll 20 students per cohort, 2 cohorts starting in the fall and spring semesters of each fiscal year. | | | | | | | | | | | | | | | | | | | |
| (2) Operating Year 3-5: The program will recruit and enroll 25 students per cohort, 2 cohorts starting in the fall and spring semesters of each fiscal year. | | | | | | | | | | | | | | | | | | | |
| The tuition revenue in each fiscal year assumes an 80% retention rate for each cohort, consistent with national norms. | | | | | | | | | | | | | | | | | | | |

Differential Tuition, FY25

| | Credit Hour Tuition | Proposed | Proposed | Total Tuition Cost | Cost for 12 Credit |
|------|---------------------|--------------|--------------|--------------------|--------------------|
| NEIU | 464 | 30% | \$139 | \$603 | \$7,238 |
| UIC | Tuition Rate for 11 | Differential | Differential | \$677 | \$7,443 |
| | \$4,240 | 75.54% | \$3,203 | \$677 | \$7,443 |

Notes Assumes that NEIU students take 12 credit hours per semester for 6 semesters to complete a 72 hour program.
 Assumes that UIC students take 11 credit hours per semester for 7 semesters to complete a 77 credit hour program.

Recommended Action

I request that the Board approve the Academic/Student Affairs, Enrollment, and Technology Committee's recommendation to adopt the Master of Science in Nursing Program's proposed 5-year budget to accompany the program review documents submitted to the Illinois Board of Higher Education.

**ACTION ITEM I. C. BOARD ACTION ON COMMITTEE RECOMMENDATION REGARDING THE
FY2025 PRELIMINARY OPERATING BUDGET**

Discussion of FY2025 Preliminary Operating Budget

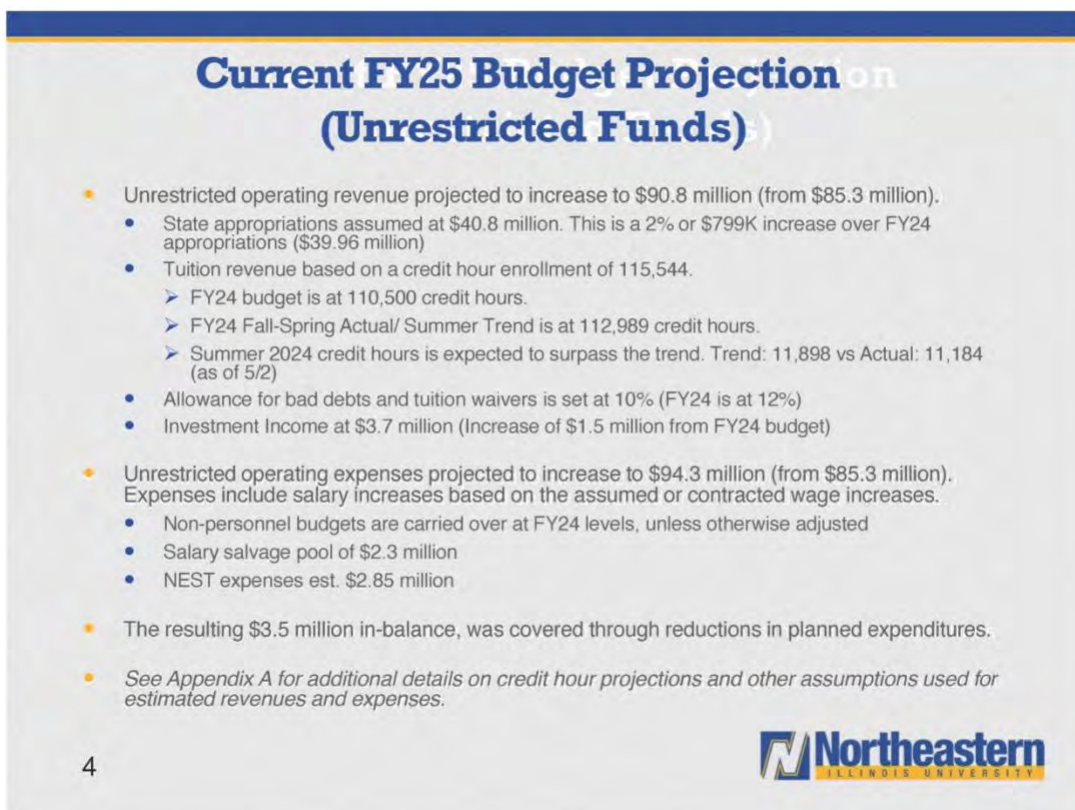
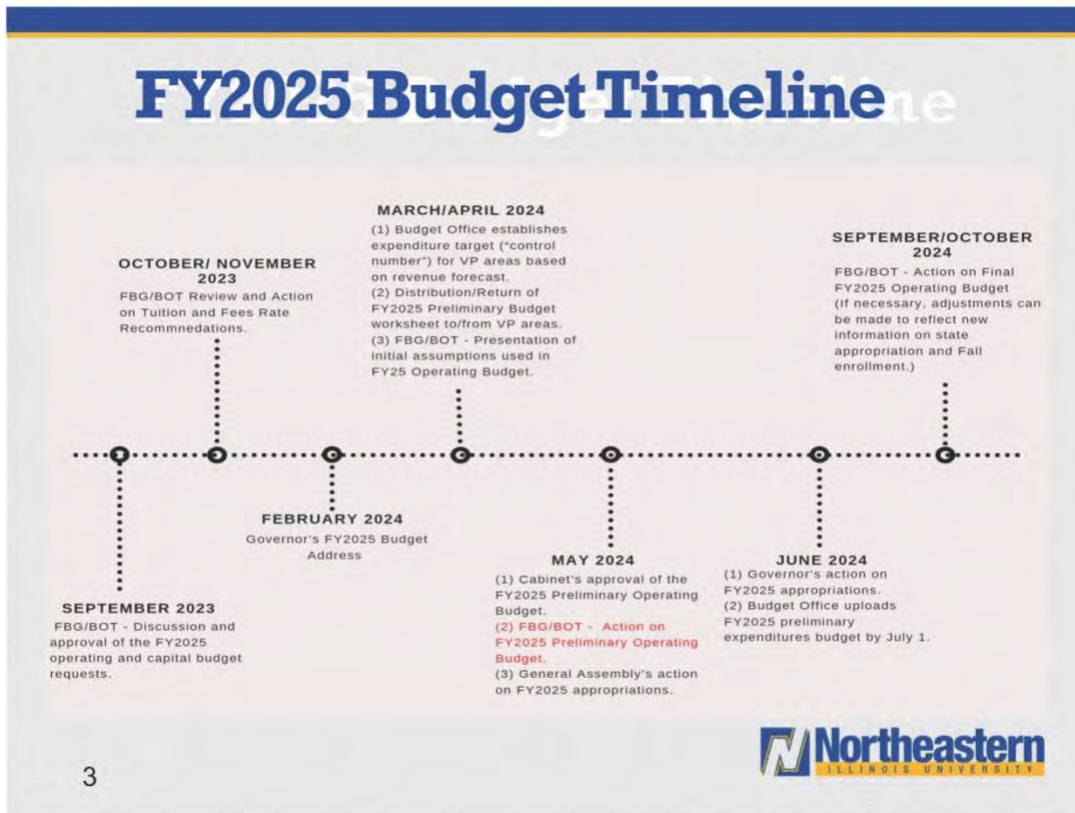


Overview

- Introduction
 - Budget Timeline
- FY25 Preliminary Unrestricted Operating Budget
 - Review of assumptions used in projecting revenues/expenses.
 - Comparison to previous year's budget
 - Projected growth in expenses
 - Uncertainties/opportunities for the upcoming fiscal year
- FY25 Preliminary Restricted Operating Budget
 - Review of assumptions used in projecting revenues/expenses.
 - Comparison to previous year's budget
- FY25 Preliminary Operating Budget (Unrestricted and Restricted)
- Obtain Board's approval of the FY25 Preliminary Operating Budget (Unrestricted and Restricted). Note that the Final FY25 Operating Budget will be presented and approved in September/October.



**ACTION ITEM I. C. BOARD ACTION ON COMMITTEE RECOMMENDATION REGARDING THE
 FY2025 PRELIMINARY OPERATING BUDGET**




**ACTION ITEM I. C. BOARD ACTION ON COMMITTEE RECOMMENDATION REGARDING THE
 FY2025 PRELIMINARY OPERATING BUDGET**

Comparison to Previous Year's Budget (Unrestricted Funds)

Table 1
 NORTHEASTERN ILLINOIS UNIVERSITY
 Fiscal Year 2025 Preliminary Operating Budget
 (with comparable data provided for Fiscal Year 2024)

| | FY2024 Budget | FY2025 Preliminary Budget | Annual Change | |
|---|----------------------|---------------------------------|---------------------|--------------|
| | | | Dollar | Percent |
| Unrestricted Operating Budget | | | | |
| State General Funds Appropriations | \$ 39,960,000 | \$ 40,758,700 | \$ 798,700 | 2.0 % |
| University Income Fund - Tuition | 41,874,400 | 45,134,178 | 3,259,778 | 7.8 |
| University Income Fund - Tuition Differential | 689,000 | 737,648 | 48,648 | 7.1 |
| University Income Fund - Investment Income | 2,276,600 | 3,700,000 | 1,423,400 | 62.5 |
| University Income Fund - Others | 500,000 | 500,000 | - | 0.0 |
| Unrestricted Operating Budget | \$ 85,300,000 | \$ 90,830,526 | \$ 5,530,526 | 6.5 % |




5

Projected Growth in Expenses (Unrestricted Funds)

| Expense Description | FY2024 Budget | Projected FY2025 (Preliminary) | Projected Growth | |
|-----------------------------------|-------------------|-----------------------------------|------------------|------------|
| | | | Amount | % |
| Personal Services | \$ 65,837,887 | \$ 70,795,897 | \$ 4,958,010 | 8% (A) |
| Contractual Services | 14,631,783 | 16,190,058 | 1,558,275 | 11% (B) |
| Travel | 197,750 | 197,750 | - | 0% |
| Commodities | 807,401 | 822,401 | 15,000 | 2% |
| Equipment | 431,986 | 398,986 | (33,000) | -8% |
| Telecommunications | 176,700 | 176,700 | - | 0% |
| Operations of Auto | 21,000 | 21,000 | - | 0% |
| Permanent Improvements | 25,000 | 25,000 | - | 0% |
| Awards and Grants | 1,299,000 | 1,299,000 | - | 0% |
| Benefits/Social Security/Medicare | 986,893 | 1,048,824 | 61,931 | 6% |
| Health Insurance Reserve Fund | 1,076,600 | 1,072,600 | (4,000) | 0% |
| Other/Transfer Out/Debt Service | 2,308,000 | 2,341,000 | 33,000 | 1% |
| Total Expenditures | 87,800,000 | 94,389,217 | 6,589,217 | 8% |
| BOT Reserve Allocation | (2,500,000) | - | 2,500,000 | -100% (C) |
| Net Expenditures | 85,300,000 | 94,389,217 | 9,089,217 | 11% |

(A) - Mainly represents FY25 salary increases based on the assumed or contracted wage increases.
 (B) - Increase primarily due to expenses previously covered by HEERF grant/Others
 (C) - Expiration of BOT reserve allocation (\$2.5 million);





6

**ACTION ITEM I. C. BOARD ACTION ON COMMITTEE RECOMMENDATION REGARDING THE
 FY2025 PRELIMINARY OPERATING BUDGET**

Comparison to Previous Year's Budget (Unrestricted Funds)

| Line Item Categories | FY2024 Budget | FY2025 Preliminary Budget | Annual Change | |
|-----------------------------------|----------------------|---------------------------------|---------------------|--------------|
| | | | Dollar | Percent |
| Personal Services | \$ 65,837,887 | \$ 68,759,141 | \$ 2,921,254 | 4% |
| Contractual Services | 14,631,783 | 14,611,675 | (20,108) | 0% |
| Travel | 197,750 | 193,650 | (4,100) | -2% |
| Commodities | 807,401 | 818,150 | 10,749 | 1% |
| Equipment | 428,986 | 410,786 | (18,200) | -4% |
| Telecommunications | 176,700 | 176,700 | - | 0% |
| Operations of Auto | 24,000 | 24,000 | - | 0% |
| Permanent Improvements | 25,000 | 25,000 | - | 0% |
| Awards and Grants | 1,299,000 | 1,299,000 | - | 0% |
| Benefits/Social Security/Medicare | 986,893 | 1,098,824 | 111,931 | 11% |
| Health Insurance Reserve Fund | 1,076,600 | 1,072,600 | (4,000) | 0% |
| Other/Transfer Out/Debt Service | 2,308,000 | 2,341,000 | 33,000 | 1% |
| Total Expenditures | 87,800,000 | 90,830,526 | 3,030,526 | 3% |
| <i>BOT Reserve Allocation</i> | <i>(2,500,000)</i> | <i>-</i> | <i>2,500,000</i> | <i>-100%</i> |
| Net Expenditures | \$ 85,300,000 | \$ 90,830,526 | \$ 5,530,526 | 6% |




- ### Uncertainties/Opportunities for the Upcoming Fiscal Year (Unrestricted Funds)
- State appropriations not yet final - expected to be finalized by 5/24 or any day thereafter.
 - Projected credit hours -115,544
 - Enrollment projections and the resulting revenue projections for the FY2025 budget were based upon historical enrollment trends and goals of Enrollment Management.
 - Enrollment management goals:
 - New students (UG - 11% increase, Grad - 15% increase in Fall 2024)
 - 5% increase in Fall 2024 overall credit hours
 - Actual credit hours is continuously being monitored to determine if any adjustments to preliminary projections are needed.
 - Investment income
 - Subject to market rate fluctuations, investment income will be monitored quarterly to ensure that budgeted amount will be met.
- 

**ACTION ITEM I. C. BOARD ACTION ON COMMITTEE RECOMMENDATION REGARDING THE
 FY2025 PRELIMINARY OPERATING BUDGET**

Comparison to Previous Year's Budget (Unrestricted Funds)


| Line Item Categories | FY2024 | FY2025 | Annual Change | |
|-----------------------------------|----------------------|----------------------|---------------------|--------------|
| | Budget | Preliminary Budget | Dollar | Percent |
| Personal Services | \$ 65,837,887 | \$ 68,759,141 | \$ 2,921,254 | 4% |
| Contractual Services | 14,631,783 | 14,611,675 | (20,108) | 0% |
| Travel | 197,750 | 193,650 | (4,100) | -2% |
| Commodities | 807,401 | 818,150 | 10,749 | 1% |
| Equipment | 428,986 | 410,786 | (18,200) | -4% |
| Telecommunications | 176,700 | 176,700 | - | 0% |
| Operations of Auto | 24,000 | 24,000 | - | 0% |
| Permanent Improvements | 25,000 | 25,000 | - | 0% |
| Awards and Grants | 1,299,000 | 1,299,000 | - | 0% |
| Benefits/Social Security/Medicare | 986,893 | 1,098,824 | 111,931 | 11% |
| Health Insurance Reserve Fund | 1,076,600 | 1,072,600 | (4,000) | 0% |
| Other/Transfer Out/Debt Service | 2,308,000 | 2,341,000 | 33,000 | 1% |
| Total Expenditures | 87,800,000 | 90,830,526 | 3,030,526 | 3% |
| <i>BOT Reserve Allocation</i> | <i>(2,500,000)</i> | <i>-</i> | <i>2,500,000</i> | <i>-100%</i> |
| Net Expenditures | \$ 85,300,000 | \$ 90,830,526 | \$ 5,530,526 | 6% |



7

Uncertainties/Opportunities for the Upcoming Fiscal Year (Unrestricted Funds)

- State appropriations not yet final - expected to be finalized by 5/24 or any day thereafter.
- Projected credit hours -115,544
 - Enrollment projections and the resulting revenue projections for the FY2025 budget were based upon historical enrollment trends and goals of Enrollment Management.
 - Enrollment management goals:
 - New students (UG - 11% increase, Grad - 15% increase in Fall 2024)
 - 5% increase in Fall 2024 overall credit hours
 - Actual credit hours is continuously being monitored to determine if any adjustments to preliminary projections are needed.
- Investment income
 - Subject to market rate fluctuations, investment income will be monitored quarterly to ensure that budgeted amount will be met.




8

**ACTION ITEM I. C. BOARD ACTION ON COMMITTEE RECOMMENDATION REGARDING THE
 FY2025 PRELIMINARY OPERATING BUDGET**

Restricted Operating Budget

- Restricted operating budget includes the following:
 - Student fees
 - Sales/Auxiliary Services
 - Grants, including student funds from Pell, MAP, and AIM High.
 - Indirect cost recovery
- The current projection for the preliminary operating budget is based on projections of both revenues and expenses.
 - Student fees revenues are based on projected credit hours (115,544) multiplied by \$85 (standard rate), less estimated bad debts. This also includes prior year carryover balance.
 - Sales and auxiliary services revenues/expenses were projected by respective Finance Managers based on historical trends and anticipated results operations.
 - Grants revenue were projected by determining existing grants that will continue in FY25 and estimating revenues/expenses based on available funding and historical spends.
 - Indirect cost recovery includes indirect costs earned from grants and internal service fees.




9

Comparison to Previous Year's Budget (Restricted Funds)

Table 2
 NORTHEASTERN ILLINOIS UNIVERSITY
 Fiscal Year 2025 Preliminary Operating Budget
 (with comparable data provided for Fiscal Year 2024)

| | FY2024 Budget | FY2025 Preliminary Budget | Annual Change | |
|--------------------------------------|----------------------|---------------------------------|----------------------|------------|
| | | | Dollar | Percent |
| REVENUES | | | | |
| Student Fee Programs* | \$ 7,240,000 | \$ 11,438,391 | \$ 4,198,391 | 58% |
| Sales & Services | 2,755,000 | 2,551,750 | (203,250) | -7% |
| Auxiliary Services* | 3,457,300 | 1,534,524 | (1,922,776) | -56% |
| Indirect Costs Recovery | 1,301,400 | 1,167,050 | (134,350) | -10% |
| Grants & Contracts-Education | 600,000 | 600,000 | - | 0% |
| State and Local Grants & Contracts** | 13,812,500 | 15,521,711 | 1,709,211 | 12% |
| Federal Grants & Contracts*** | 17,680,000 | 25,833,455 | 8,153,455 | 46% |
| Private Grants & Contracts | 917,000 | 770,028 | (146,972) | -16% |
| Total | \$ 47,763,200 | \$ 59,416,909 | \$ 11,653,709 | 24% |
| EXPENDITURES | | | | |
| Personal Services | \$ 7,972,622 | \$ 10,490,361 | \$ 2,517,739 | 32% |
| Contractual Services | 13,450,104 | 14,087,999 | 637,895 | 5% |
| Travel | 230,348 | 418,294 | 187,946 | 82% |
| Commodities | 425,931 | 562,925 | 136,994 | 32% |
| Equipment | 789,500 | 1,228,854 | 459,354 | 60% |
| Telecommunications | 6,404 | 48,260 | 41,856 | 654% |
| Operations of Auto | - | 5,680 | 5,680 | 100% |
| Awards and Grants | 21,856,503 | 27,469,898 | 5,613,395 | 26% |
| Benefits/Social Security/Medicare | 1,302,637 | 1,554,593 | 251,956 | 19% |
| Other/Transfer Out/Debt Service | 1,749,152 | 3,550,045 | 1,800,893 | 103% |
| Total | \$ 47,763,200 | \$ 59,416,909 | \$ 11,653,709 | 24% |

*Includes a change in presentation of certain student fees (i.e. campus improvement and student union) from Auxiliary Services to Student Fee Programs.
 **FY2025 budget includes tuition grants from the State (e.g. AIM HIGH, ISAC Early Childhood Scholarship).
 ***FY2025 budget includes financial aid from federal grants (e.g. SEOG, FWS, TEACH, PELL). Excludes federal direct loans.



10

**ACTION ITEM I. C. BOARD ACTION ON COMMITTEE RECOMMENDATION REGARDING THE
FY2025 PRELIMINARY OPERATING BUDGET**

Appendix A: Additional Information

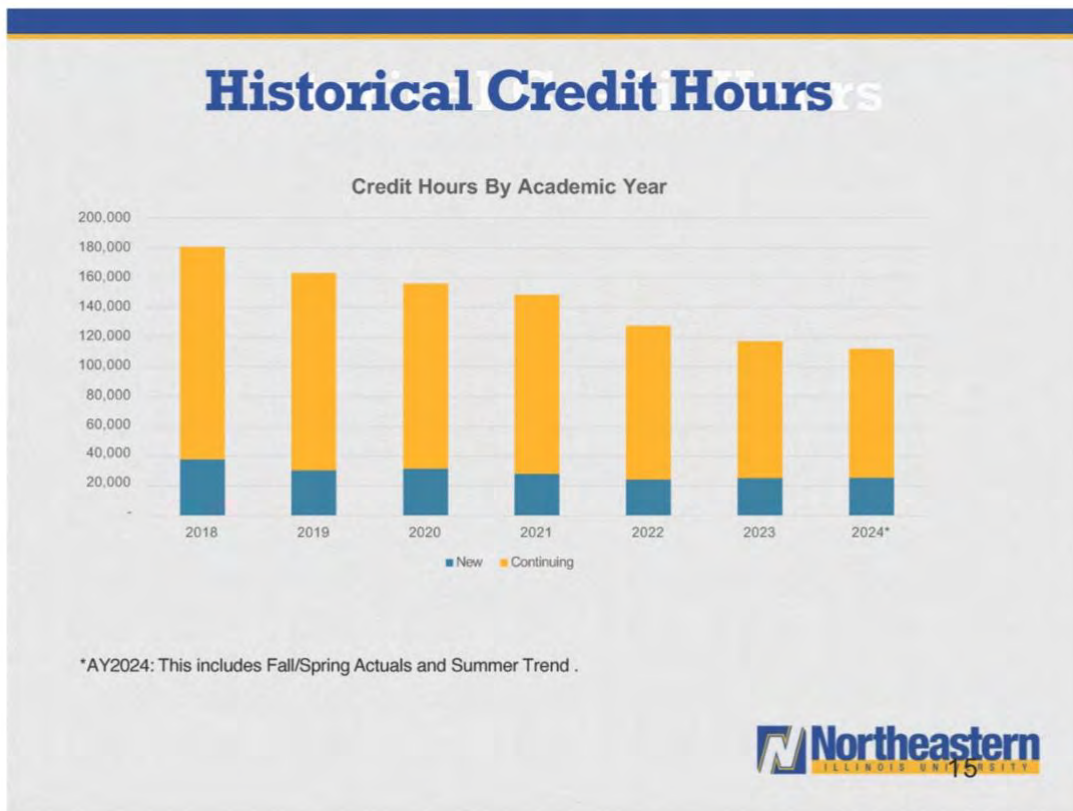


Estimating FY25 Revenues

- State appropriation - 2% increase (\$799K) per Governor's proposal (total \$40.8 million)
- Tuition waivers and bad debt set at 10%
 - Previous values: FY24 (12%), FY23 (12.5%)
 - Intent is to provide explicit budget amounts for tuition waivers
- Net Tuition includes Differential Adjustment
- Investment Income at \$3.7 million
 - Increase of \$1.5 million from FY24 budget
 - Total actual/projected in FY24 is currently tracking at \$4.2 million
 - As rates continue to change, this assumption will be revisited.
- Other income at \$500,000
(Includes space rental and other miscellaneous fees/income (lab, transcript, NSF, late fees, etc.)
- No increase in tuition and fees (resulting in foregone revenue of \$1.463 million @115,544 credit hours)



ACTION ITEM I. C. BOARD ACTION ON COMMITTEE RECOMMENDATION REGARDING THE FY2025 PRELIMINARY OPERATING BUDGET



Credit Hour Projections

- Factors considered in projections
 - Historical data and assessment of current trends
 - Enrollment Management goals
- Enrollment Managements Goals (Headcount)
 - New students (UG - 11% increase, Grad - 15% increase in Fall 2024)

| | Fall 2024 | Spring 2025 |
|----------------|--------------|-------------|
| New First Year | 610 | 24 |
| New Transfer | 690 | 280 |
| New Graduate | 540 | 300 |
| New Others | 230 | 125 |
| | 2,070 | 729 |

- 2% increase in credit hours of continuing students for Fall 2024.
- 5% increase in Fall 2024 overall credit hours.

**ACTION ITEM I. C. BOARD ACTION ON COMMITTEE RECOMMENDATION REGARDING THE
 FY2025 PRELIMINARY OPERATING BUDGET**

Credit Hour Projections¹⁵

| Academic Year | 2023 | 2024 | 2025 |
|------------------|----------------|----------------|----------------|
| Source | Actual | Actual + Trend | EM Goals |
| Total | 117,169 | 112,160 | 116,784 |
| UG - New | 19,778 | 19,815 | 21,990 |
| UG - Continuing | 73,188 | 69,407 | 70,987 |
| Grad. - New | 5,566 | 5,685 | 6,204 |
| Grad. Continuing | 18,637 | 17,253 | 17,603 |
| Fall | 53,903 | 51,845 | 54,607 |
| UG - New | 14,361 | 14,692 | 16,434 |
| UG - Continuing | 29,723 | 28,014 | 28,473 |
| Grad. - New | 3,099 | 3,126 | 3,591 |
| Grad. Continuing | 6,720 | 6,013 | 6,109 |
| Spring | 49,484 | 48,417 | 48,686 |
| UG - New | 4,178 | 3,962 | 4,029 |
| UG - Continuing | 35,815 | 35,300 | 35,081 |
| Grad. - New | 1,592 | 1,584 | 1,656 |
| Grad. Continuing | 7,899 | 7,571 | 7,920 |
| Summer | 13,783 | 11,898 | 13,491 |
| UG - New | 1,239 | 1,161 | 1,527 |
| UG - Continuing | 7,651 | 6,093 | 7,433 |
| Grad. - New | 875 | 975 | 957 |
| Grad. Continuing | 4,018 | 3,669 | 3,574 |

- Projected credit hours:
 - Trend (ARIMA) model (run after Spring 24 census)
 - Projection - AY25: 104,486 FY25: 105,732
 - Continues/Accelerates recent trends and cannot incorporate increased retention and recruitment efforts.
 - Enrollment Management Goals.
 - Goal for new students incorporates increased recruitment efforts
 - Goal for continuing students incorporates efforts related to student retention and larger new student classes in Fall 2024
- Academic Year vs Fiscal Year
 - Fiscal Year 2025: 44% of Summer 2024 and 56% of Summer 2025
- Budget Basis for FY25
 - Incorporate split across summer
 - Credit Hours from Enrollment Management
 - Summer 2025 credit hours estimated adjusting the Summer 2024 goals

17

Head Count/Credit Hour¹⁷ Budget 2024 and 2025²⁵

Head Count

BUDGET

| FY2024 | Fall | Spring | Summer | Total |
|--------------------------|--------------|--------------|--------------|---------------|
| Undergraduate New | 1,374 | 424 | 99 | 1,897 |
| Undergraduate Continuing | 2,668 | 3,132 | 1,068 | 6,868 |
| Graduate New | 470 | 265 | 159 | 894 |
| Graduate Continuing | 992 | 1,273 | 837 | 3,102 |
| Total | 5,504 | 5,094 | 2,162 | 12,760 |

ACTUAL + FORECAST

| FY2024 | Fall | Spring | Summer | Total |
|--------------------------|--------------|--------------|--------------|---------------|
| Undergraduate New | 1,374 | 420 | 226 | 2,020 |
| Undergraduate Continuing | 2,668 | 3,291 | 1,296 | 7,255 |
| Graduate New | 470 | 287 | 164 | 921 |
| Graduate Continuing | 992 | 1,207 | 815 | 3,014 |
| Total | 5,504 | 5,205 | 2,501 | 13,210 |

PRELIMINARY BUDGET

| FY2025 | Fall | Spring | Summer | Total |
|--------------------------|--------------|--------------|--------------|---------------|
| Undergraduate New | 1,530 | 429 | 246 | 2,205 |
| Undergraduate Continuing | 2,743 | 3,255 | 1,114 | 7,112 |
| Graduate New | 540 | 300 | 184 | 1,024 |
| Graduate Continuing | 989 | 1,244 | 744 | 2,977 |
| Total | 5,802 | 5,228 | 2,288 | 13,318 |

Credit Hours

| FY2024 | Fall | Spring | Summer | Total |
|--------------------------|---------------|---------------|---------------|----------------|
| Undergraduate New | 14,762 | 3,128 | 499 | 18,389 |
| Undergraduate Continuing | 27,724 | 33,727 | 6,528 | 67,979 |
| Graduate New | 3,337 | 1,675 | 1,025 | 6,036 |
| Graduate Continuing | 6,312 | 7,888 | 3,896 | 18,096 |
| Total | 52,135 | 46,417 | 11,948 | 110,500 |

| FY2024 | Fall | Spring | Summer | Total |
|--------------------------|---------------|---------------|---------------|----------------|
| Undergraduate New | 14,692 | 3,962 | 1,195 | 19,849 |
| Undergraduate Continuing | 28,014 | 35,300 | 6,779 | 70,093 |
| Graduate New | 3,126 | 1,584 | 931 | 5,641 |
| Graduate Continuing | 6,013 | 7,571 | 3,822 | 17,406 |
| Total | 51,845 | 48,417 | 12,727 | 112,989 |

| FY2025 | Fall | Spring | Summer | Total |
|--------------------------|---------------|---------------|---------------|----------------|
| Undergraduate New | 16,434 | 4,029 | 1,424 | 21,887 |
| Undergraduate Continuing | 28,473 | 35,081 | 6,294 | 69,848 |
| Graduate New | 3,591 | 1,656 | 980 | 6,227 |
| Graduate Continuing | 6,109 | 7,920 | 3,553 | 17,582 |
| Total | 54,607 | 48,686 | 12,251 | 115,544 |

*Increase in credit hours can be linked to initiatives like Assist to Persist, NEIU for You 2.0 among others that demonstrates NEIU's commitment to its students.

18

**ACTION ITEM I. C. BOARD ACTION ON COMMITTEE RECOMMENDATION REGARDING THE
 FY2025 PRELIMINARY OPERATING BUDGET**

Projected FY25 Revenue


| | FY2022 | FY2023 | FY2024 | FY2025 Budget Basis | FY2025 E.M. Goals |
|--------------------------------|----------------------|----------------------|----------------------|------------------------|----------------------|
| State Appropriations | \$ 35,566,900 | \$ 37,345,300 | \$ 39,960,000 | \$ 40,758,700 | \$ 40,758,700 |
| Gross Tuition Revenue | 58,825,371 | 49,308,114 | 48,367,500 | 50,968,695 | 51,507,712 |
| Allowance for Bad Debt | (7,353,171) | (6,163,514) | (5,804,100) | (5,096,870) | (5,150,771) |
| Allowance for Tuition Waivers | | | | | |
| Net Tuition Revenue | 51,472,200 | 43,144,600 | 42,563,400 | 45,871,826 | 46,356,940 |
| Net Tuition Revenue | 50,780,200 | 42,421,200 | 41,874,400 | 45,134,178 | 45,610,863 |
| Net Differential Tuition | 692,000 | 723,400 | 689,000 | 737,648 | 746,078 |
| Other Income | 3,188,700 | 3,450,100 | 2,776,600 | 4,200,000 | 4,200,000 |
| Investment Income | 400,000 | 1,000,000 | 2,276,600 | 3,700,000 | 3,700,000 |
| All Other* | 2,788,700 | 2,450,100 | 500,000 | 500,000 | 500,000 |
| Total Estimated Revenue | \$ 90,227,800 | \$ 83,940,000 | \$ 85,300,000 | \$ 90,830,526 | \$ 91,315,640 |

* FY22-FY23 "All Other" includes pandemic assistance.

- After consideration of the multiple credit hour projections, management has decided to use **115,544 credit hours** as the basis of the FY25 preliminary control. This decision allows for a more balanced approach that considers both the potential higher and lower end outcomes. This can help to mitigate the risks of associated with uncertainties or variations in the data and provide a more reliable projection for budgeting and resource planning purposes. Note that the FY25 budget projection will continue to be refined and updated based on new information.

Fiscal Year

| | % in FY25 | Trend Model | E.M. + Trend | E.M. Goals + Summer Split | Budget Basis | E.M. Goals |
|--------------------------|-----------|----------------|-----------------|---------------------------------|-----------------|----------------|
| Summer 2024 | 44% | 5,235 | 5,936 | 5,936 | 5,936 | 13,491 |
| Fall 2024 | 100% | 49,776 | 51,915 | 54,607 | 54,607 | 54,607 |
| Spring 2025 | 100% | 45,645 | 47,212 | 48,686 | 48,686 | 48,686 |
| Summer 2025 | 56% | 5,076 | 5,076 | 5,076 | 6,315 | - |
| FY25 Credit Hours | | 105,732 | 110,139 | 114,305 | 115,544 | 116,784 |




Estimating FY25 Expenses

- Personnel budgets are increased based on the assumed or contracted wage increases.
 - Required explicit budgeting of overtime expenses
- Non-personnel budgets are carried over at FY24 levels, unless otherwise adjusted

Additional Assumptions:


- Salary salvage pool of \$2,300,000
- NEST expenses est. \$2,850,000



**ACTION ITEM I. C. BOARD ACTION ON COMMITTEE RECOMMENDATION REGARDING THE
 FY2025 PRELIMINARY OPERATING BUDGET**

Comparison to Previous Year's Budget (Unrestricted Funds)


| Expense Account | FY24 Final Budgeted Expenses | FY25 Projected Expenses | Increase (Decrease) | % Change |
|--------------------------------------|---------------------------------|----------------------------|---------------------|-----------|
| Academic Support Professional | \$ 1,229,635.0 | \$ 1,358,540 | \$ 128,905.0 | 10% |
| Adjuncts | 2,428,878 | 2,351,858 | (77,020) | -3% |
| Administrative & Other Professionals | 11,680,964 | 12,048,184 | 367,220 | 3% |
| Chair | 2,793,788 | 2,864,187 | 70,399 | 3% |
| Civil Service | 19,834,708 | 21,351,436 | 1,516,728 | 8% |
| CS Extra Help | 134,600 | 107,800 | (26,800) | -20% |
| Graduate Assistants | 354,644 | 331,200 | (23,444) | -7% |
| Instructor | 7,297,988 | 7,773,016 | 475,028 | 7% |
| Resource Professionals | 671,812 | 646,952 | (24,860) | -4% |
| Student Help | 538,049 | 563,349 | 25,300 | 5% |
| Teaching Professionals | 18,818,269 | 19,391,561 | 573,292 | 3% |
| SURS Employer Reimbursement | 50,000 | 50,000 | - | 0% |
| FICA Employer | 940,893 | 1,004,324 | 63,431 | 7% |
| Health, Dental and Life Insurance | 1,072,600 | 1,072,600 | - | 0% |
| Housing Allowance | 54,552 | 44,500 | (10,052) | -18% |
| Contractual Services | 14,631,783 | 14,609,533 | (22,251) | 0% |
| Travel | 197,750 | 193,650 | (4,100) | -2% |
| Commodities | 807,401 | 818,150 | 10,749 | 1% |
| Equipment | 431,986 | 383,986 | (48,000) | -11% |
| Telecommunications | 176,700 | 176,700 | - | 0% |
| Operations of Auto | 21,000 | 24,000 | 3,000 | 14% |
| Tuition Scholarships | 1,299,000 | 1,299,000 | - | 0% |
| Permanent Improvements | 25,000 | 25,000 | - | 0% |
| Debt Service | 2,308,000 | 2,341,000 | 33,000 | 1% |
| Total Expenditures | 87,800,000 | 90,830,526 | 3,030,526 | 3% |
| BOT Reserve Allocation | (2,500,000) | - | 2,500,000 | -100% |
| Net Expenditures | \$ 85,300,000 | \$ 90,830,526 | \$ 5,530,526 | 6% |



21

Budget Calendar

| Date | Description |
|------------|---|
| 02/28/2024 | FY2025 Budget Presentation to President and Cabinet and Approval of FY25 Control Numbers |
| 03/07/2024 | Academic Affairs: FY2025 Budget Presentation to Dean's Council |
| 03/15/2024 | Budget Office: Distribution of FY2025 Preliminary Budget worksheet |
| 03/21/2024 | FBG: Budget Update - Presentation of initial assumptions used in FY25 Operating Budget (Informational Item) |
| 04/12/2024 | Budget Office/EM Group: Finalize enrollment projection for FY2025 Preliminary Operating Budget |
| 04/15/2024 | VPs/Deans: Return of FY2025 Preliminary Budget worksheet |
| 05/01/2024 | Cabinet's approval of FY2025 Preliminary Operating Budget |
| 05/14/2024 | FBG: Presentation of FY2025 Preliminary Operating Budget |
| 05/28/2024 | BOT: Approval of FY2025 Preliminary Operating Budget (Action Item) |
| 09/05/2024 | FBG: Presentation of FY2025 Final Operating Budget and FY2026 Preliminary Operating and Capital Budget Requests |
| 09/19/2024 | BOT: Approval of FY2025 Final Operating Budget and FY2026 Preliminary Operating and Capital Budget Requests (Action Item) |



22

ACTION ITEM I. D. BOARD ACTION ON COMMITTEE RECOMMENDATION REGARDING THE BOARD'S TREASURER

On April 1, 2024, Beni Ortiz began her duties as the University's Interim Vice President for Finance and Administration. As approved by the Board at its February 18, 2020 meeting, Manish Kumar was approved to serve as its *ex-officio* Treasurer.

This recommendation is requested in accordance with Northeastern Illinois University Law (110 ILCS 680/25-30), which states: "Ex-officio Treasurer. The Board shall designate a member of the staff of Northeastern Illinois University as treasurer to serve the Board, but not as a member, and shall furnish a bond in such amount and with such security as is satisfactory to the Board." The Northeastern Illinois University Board of Trustees Bylaws (Section V., F. Treasurer) outline the duties of its Treasurer: "The Treasurer shall: 1) Keep the financial records of the Board; 2) Carry out such other functions as the Board shall assign or as may be required by law; and 3) Furnish a bond in such amount and with such security as is satisfactory to the Board." The University has made application for a bond as described above.

Recommended Action

I request that the Board approve the Finance, Buildings and Grounds Committee's recommendation to appoint Beni Ortiz, Interim Vice President for Finance and Administration, to the *ex-officio* role of Board Treasurer in accordance with Northeastern Illinois University Law and the Board's Bylaws.

INFORMATION ITEM I. A. 3RD QUARTER BUDGET TO ACTUALS

The Northeastern Illinois University Board of Trustees at its May 31, 2023 meeting approved the University preliminary operating budget, which represented preliminary spending plans for fiscal year 2024 (FY2024). The final or revised operating budget was presented to the Finance, Building and Grounds Committee on September 21, 2023 and approved by the Board of Trustees (BOT). The information herein reflects a comparison of actual expenditures to that budget, as well as previous year-to-date actual expenditures.

The operating budget for FY2024 totals \$133,063,200, with an additional authorization for spending up to \$2.5 million by the BOT. Of that total, \$85,300,000 is the University's unrestricted general operating budget supported by State appropriation and student tuition. In addition, the University's restricted funds budget amount of \$47,763,200 is supported by student fee programs, auxiliary services, grants, and contracts.

At the Board's request, quarterly reports are provided for the unrestricted operating budget, which supports most University departments and ongoing operations. This report provides an update on third quarter spending in the unrestricted budget and is summarized in Table 1, which also includes a comparison with year-to-date spending for both FY2022 and FY2023.

Moreover, Table 2 provides a financial forecast for the unrestricted operating budget. This financial forecast builds upon the existing quarterly reporting and presentation structure of the budget-to-actual reports and incorporates separate forecasts for revenues and expenses. The revenue forecast is forward-looking and based on existing models used to build the University's operating budget. The expense forecast is based on average historical spending by category and utilized data from the past five years. Additionally, the historical forecast is adjusted to account for new initiatives/funding sources, any anticipated new spending, and current commitments/ encumbrances.

Table 1
 NORTHEASTERN ILLINOIS UNIVERSITY
 FISCAL YEAR 2024 BUDGET TO ACTUAL COMPARISONS
 FOR THE PERIOD ENDED MARCH 31, 2024
 UNAUDITED FIGURES

| | FY2022 Q3 | | | FY2023 Q3 | | | FY2024 Q3 | | | | |
|----------------------------------|----------------------|----------------------|--------------|----------------------|----------------------|--------------|----------------------|----------------------|----------------------|---------------------|----------------------|
| | Adopted Budget | FY22 Actual YTD | % of Budget | Adopted Budget | FY23 Actual YTD | % of Budget | Adopted Budget | Current Budget | Actual Year to Date | % of Current Budget | FY24 vs FY23 ACTUALS |
| Revenue | | | | | | | | | | | |
| State Appropriations | \$ 35,566,900 | \$ 35,263,283 | 99.1% | \$ 37,345,300 | \$ 37,036,488 | 99.2% | \$ 39,960,000 | \$ 39,960,000 | \$ 39,923,855 | 99.9% | \$ 2,887,367 (A) |
| Net Tuition Revenue | 50,780,200 | 44,054,649 | 86.8 | 42,172,200 | 40,673,732 | 96.4% | 41,874,400 | 41,874,400 | 40,556,968 | 96.9% | (116,764) (B) |
| Net Differential Tuition Revenue | 692,000 | 766,822 | 110.8 | 972,400 | 721,802 | 74.2% | 689,000 | 689,000 | 760,465 | 110.4% | 38,663 (B) |
| Investment Income | 400,000 | 43,172 | 10.8 | 1,000,000 | 2,094,435 | 209.4% | 2,276,600 | 2,276,600 | 3,310,622 | 145.4% | 1,216,187 (C) |
| All Other Sources | 2,788,700 | 375,018 | 13.4 | 2,450,100 | 417,969 | 17.1% | 500,000 | 500,000 | 672,611 | 134.5% | 254,642 (D) |
| Total Revenue | \$ 90,227,800 | \$ 80,502,944 | 89.2% | \$ 83,940,000 | \$ 80,944,426 | 96.4% | \$ 85,300,000 | \$ 85,300,000 | \$ 85,224,521 | 99.9% | \$ 4,280,095 |
| Expenditures | | | | | | | | | | | |
| Personnel Services | \$ 71,683,348 | \$ 47,565,706 | 66.4% | \$ 67,142,441 | \$ 48,705,618 | 72.5% | \$ 67,901,380 | \$ 68,176,508 | \$ 50,412,341 | 73.9% | \$ 1,706,723 (E) |
| Contractual Services | 12,805,062 | 6,919,987 | 54.0 | 11,208,876 | 8,070,312 | 72.0% | 14,631,783 | 14,707,222 | 7,588,876 | 51.6 | (481,436) (F) |
| Equipment | 787,215 | 171,991 | 21.8 | 846,410 | 362,463 | 42.8% | 431,986 | 831,218 | 355,565 | 42.8 | (6,898) i |
| Commodities | 877,788 | 289,113 | 32.9 | 775,075 | 339,923 | 43.9% | 807,401 | 962,049 | 374,463 | 38.9 | 34,540 i |
| Telecommunications | 222,872 | 93,828 | 42.1 | 176,422 | 87,630 | 49.7% | 176,700 | 160,308 | 59,815 | 33.3 | (27,815) i |
| Travel | 209,469 | 21,247 | 10.1 | 168,841 | 134,939 | 79.9% | 197,750 | 238,439 | 144,690 | 60.7 | 9,751 i |
| Permanent Improvements | 47,845 | - | - | 25,000 | - | 0.0% | 25,000 | 23,834 | - | - | - i |
| Operation of Auto Equip | 31,039 | 16,951 | 54.6 | 20,935 | 15,819 | 75.6% | 21,000 | 42,580 | 20,661 | 48.5 | 4,842 i |
| Tuition Scholarships | 1,330,162 | 902,628 | 67.9 | 1,299,000 | 1,140,031 | 87.8% | 1,299,000 | 349,842 | 188,404 | 53.9 | (951,627) (G) |
| Debt Service | 2,233,000 | 1,674,750 | 75.0 | 2,277,000 | 1,703,703 | 74.8% | 2,308,000 | 2,308,000 | 1,705,586 | 73.9 | 1,883 i |
| Total Expenditures | 90,227,800 | 57,656,201 | 63.9% | 83,940,000 | 60,560,438 | 72.1% | 87,800,000 | 87,800,000 | 60,850,401 | 69.3% | 289,963 |
| <i>BOT Reserve Allocation</i> | - | - | - | - | - | - | (2,500,000) | (2,500,000) | - | - | - i |
| Net Expenditures | \$ 90,227,800 | \$ 57,656,201 | 63.9% | \$ 83,940,000 | \$ 60,560,438 | 72.1% | \$ 85,300,000 | \$ 85,300,000 | \$ 60,850,401 | 71.3% | \$ 289,963 |

Notes:

1. Adopted Budget column reflects the FY2024 budget presented to the Finance, Building and Grounds Committee on September 21, 2023.
2. The Current Budget reflects budget transfers processed between organizations and accounts.
3. "Actual Year to Date" or "Actual YTD" is current year expenses recorded or booked through April 24, 2024 and does not include encumbrances.

INFORMATION ITEM I. A. 3RD QUARTER BUDGET TO ACTUALS

**Northeastern Illinois University
 FY24 Q3 vs FY23 Q3 Actuals
 Explanation for Change**

- {A} Change from PY (totaling \$2.9 million) was mainly due to 7% increase in State appropriations in fiscal year 2024.
- {B} The decrease in Net Tuition Revenue and Net Differential Revenue (\$78,101) was mainly due to following:

| | <u>Impact</u> | | | |
|---|----------------|-------------------|-------------------|-----------------|
| Lower credit hours | | Decrease revenues | | |
| Lower Allowance for bad debts and tuition waivers % | | Increase revenues | | |
| | <u>Q3 FY24</u> | <u>Q3 FY23</u> | <u>Difference</u> | <u>% Change</u> |
| Summer Split @44% | 6,065 | 6,637 | (573) | -9% |
| Fall | 51,845 | 53,912 | (2,067) | -4% |
| Spring | 48,417 | 49,484 | (1,067) | -2% |
| Total Credit Hours | <u>106,326</u> | <u>110,032</u> | <u>(3,706)</u> | <u>-3%</u> |

Revenue:

| | | | |
|--|----------------------|----------------------|--------------------|
| Gross Tuition Revenue | \$ 46,087,464 | \$ 46,484,265 | \$ (396,802) |
| Gross Differential Tuition Revenue | <u>864,165</u> | <u>824,917</u> | <u>39,248</u> |
| | 46,951,628 | 47,309,182 | (357,553) |
| Less: Allowance for bad debts and tuition waivers (@12% - FY24, @12.5% FY23) | <u>5,634,195</u> | <u>5,913,648</u> | <u>(279,452)</u> |
| Net Revenue | <u>\$ 41,317,433</u> | <u>\$ 41,395,534</u> | <u>\$ (78,101)</u> |

- {C} Increase in Investment Income mostly are investment income earned from the Illinois Funds. Note that reimbursements from the State are deposited to the Illinois Funds. See comparison below.

| | Investment Income Earned | | |
|-----------|---------------------------------|-------------------------|---------------------|
| | <u>As of March 2024</u> | <u>As of March 2023</u> | <u>Difference</u> |
| July | \$ 315,902 | \$ 96,636 | \$ 219,266 |
| August | 301,428 | 130,298 | 171,130 |
| September | 313,904 | 145,887 | 168,017 |
| October | 373,045 | 190,579 | 182,466 |
| November | 366,970 | 226,813 | 140,157 |
| December | 375,115 | 257,126 | 117,989 |
| January | 375,299 | 285,186 | 90,113 |
| February | 337,144 | 259,532 | 77,612 |
| March | <u>392,238</u> | <u>311,399</u> | <u>80,839</u> |
| | <u>\$ 3,151,045</u> | <u>\$ 1,903,456</u> | <u>\$ 1,247,589</u> |

- {D} Increase in All Other sources was primarily due to contractually obligated annual increases.

- {E} Increase in Personnel Services of \$1.7 million relates to the following:

(1) Timing of vouchering and recording of group insurance (CMS health insurance). State encouraged vouchering for early spending by September 11, 2023.

| | <u>Q3 FY24</u> | <u>Q3 FY23</u> | <u>Difference</u> |
|--|---------------------|-------------------|-------------------|
| | <u>\$ 1,072,600</u> | <u>\$ 804,450</u> | <u>\$ 268,150</u> |

(2) Salary adjustments including salary increases for non-union and union employees.

INFORMATION ITEM I. A. 3RD QUARTER BUDGET TO ACTUALS

Northeastern Illinois University
 FY24 Q3 vs FY23 Q3 Actuals
 Explanation for Change (Continued)

(F) The decrease in contractual services is primarily due to the net impact of the following:

| | Q3 FY24 | Q3 FY23 | Difference | Comment |
|---|---------------------|---------------------|---------------------|---|
| NEST Housing Scholarship | \$ 99,728 | \$ 1,181,855 | \$ (1,082,127) | A portion of the Pell 55 grant totaling \$693K has been designated to fund housing scholarships. By allocating these funds to cover the costs of housing scholarships, the unrestricted operating budget has been freed up and reallocated to fund one-time initiatives of Academic Affairs, Student Affairs, and Enrollment Management (totaling \$1.9 million). |
| NEST Occupancy contributions | 441,656 | 1,580,298 | (1,138,642) | Spring 2024 occupancy contribution around \$953K has not been paid. |
| Legal fees, professional services, advertising, computer software and utilities | 4,939,899 | 3,401,819 | 1,538,079 | |
| Other contractual expenses | 2,107,593 | 1,906,340 | 201,253 | |
| | <u>\$ 7,588,875</u> | <u>\$ 8,070,312</u> | <u>\$ (481,436)</u> | |

(G) The decrease in tuition scholarships, totaling \$951K, was a result of reallocating charges to the Pell grant. This move allowed for the release of funds from the unrestricted operating budget, which were then reallocated to support various one-time initiatives within Academic Affairs, Student Affairs, and Enrollment Management (totaling \$1.9 million).

i Change from prior fiscal year is immaterial.

Table 2
 NORTHEASTERN ILLINOIS UNIVERSITY
 FISCAL YEAR 2024 BUDGET TO FORECAST COMPARISONS
 FOR THE PERIOD ENDED MARCH 31, 2024
 UNAUDITED FIGURES

| | Adopted Budget | Budget Adjustment | Adjusted Budget | Actual Year to Date as of 03/31/24 | Forecasted Revenue/Expenses Thru 06/30/24 | Annual Forecast | Adjusted Budget Vs Annual Forecast |
|---|-------------------|-------------------|-------------------|------------------------------------|---|---------------------|------------------------------------|
| Revenue | | | | | | | |
| State Appropriations | \$ 39,960,000 | \$ - | \$ 39,960,000 | \$ 39,923,855 | \$ 36,145 | \$ 39,960,000 | \$ - |
| Net Tuition Revenue | 41,874,400 | - | 41,874,400 | 40,556,968 | 2,585,723 | 43,142,691 | 1,268,291 |
| Net Differential Tuition Revenue | 689,000 | - | 689,000 | 760,465 | 38,819 | 799,284 | 110,284 |
| Investment Income | 2,276,600 | - | 2,276,600 | 3,310,622 | 1,121,438 | 4,432,060 | 2,155,460 |
| All Other Sources | 500,000 | - | 500,000 | 672,611 | 27,000 | 699,611 | 199,611 |
| Total Revenue | 85,300,000 | - | 85,300,000 | 85,224,521 | 3,809,125 | 89,033,646 | 3,733,646 |
| Expenditures | | | | | | | |
| Personnel Services | 67,901,380 | 275,128 | 68,176,508 | 50,412,341 | 17,948,216 | 68,360,557 | (184,049) |
| Contractual Services | 14,631,783 | 75,439 | 14,707,222 | 7,588,876 | 6,791,290 | 14,380,166 | 327,056 |
| Equipment | 431,986 | 399,232 | 831,218 | 355,565 | 454,144 | 809,709 | 21,509 |
| Commodities | 807,401 | 154,648 | 962,049 | 374,463 | 325,079 | 699,542 | 262,507 |
| Telecommunications | 176,700 | (16,392) | 160,308 | 59,815 | 38,700 | 98,515 | 61,793 |
| Travel | 197,750 | 40,689 | 238,439 | 144,690 | 60,405 | 205,095 | 33,344 |
| Permanent Improvements | 25,000 | (1,166) | 23,834 | - | - | - | 23,834 |
| Operation of Auto Equip | 21,000 | 21,580 | 42,580 | 20,661 | 21,919 | 42,580 | - |
| Tuition Scholarships | 1,299,000 | (949,158) | 349,842 | 188,404 | 161,438 | 349,842 | - |
| Debt Service | 2,308,000 | - | 2,308,000 | 1,705,586 | 582,233 | 2,287,819 | 20,181 |
| Total Expenditures | 87,800,000 | - | 87,800,000 | 60,850,401 | 26,383,424 | 87,233,825 | 566,175 |
| BOT Reserve Allocation | (2,500,000) | - | (2,500,000) | - | - | - | - |
| Net Expenditures | 85,300,000 | - | 85,300,000 | 60,850,401 | 26,383,424 | 87,233,825 | 566,175 |
| Excess Revenue Over Expenditures | \$ - | \$ - | \$ - | \$ 24,374,120 | \$ (22,574,299) | \$ 1,799,821 | \$ 3,167,471 |

Notes:

1. Adopted Budget column reflects the FY2024 budget presented to the Finance, Building and Grounds Committee on September 21, 2023.
2. The Current Budget reflects budget transfers processed between organizations and accounts.
3. "Actual Year to Date as of 03/31/24" is current year expenses recorded or booked through April 24, 2024 and does not include encumbrances.
4. "Forecasted Revenue/Expenses Thru 06/30/24" is based on historical trends, adjusted for knowledge of new initiatives/projects or spendings.
5. "Budget Adjustment" reflects net budget transfers processed between organizations and accounts.
6. During FY2024, the University was awarded a State grant to provide academic, social emotional learning, basic needs, or other student supports. Portion of this funding, amounting to \$1.9 million, will be used towards related initiatives that were previously allocated funds from the University's FY24 unrestricted operating budget for contractual services and tuition scholarships.
7. The total annual forecast for expenditures does not currently account for the BOT Reserves Allocation, thus, projecting the total expenditures to exceed the budget. The University, however, is anticipating to surpass its budgeted revenue, potentially eliminating the need to access the \$2.5 million BOT-approved reserves. This would allow the University to meet contractual obligations without tapping into the reserves.

INFORMATION ITEM I. B. PURCHASES OF AT LEAST \$100,000 BUT LESS THAN \$250,000

Board of Trustees' Regulations require that the President report to the Board purchases of at least \$100,000 but less than \$250,000 other than those exempt from Board approval (e.g. utilities). The following lists those purchases since the last Board meeting.

| VENDOR | DESCRIPTION | CONTRACT AMOUNT |
|------------------------------------|--|------------------------|
| Holabird & Root, LLC (Non-BEP)* | Architectural and engineering design services for the new Nursing Program at El Centro | \$162,800.00 |

*Holabird & Root, LLC BEP Subcontractors:

- Nest Builders, Inc. d/b/a dbHMS (18% - Hispanic Male)
- CCS International, Inc. (2% - Asian Male)

INFORMATION ITEM I. C. CONSTRUCTION AND SIGNAGE UPDATES



Facilities Planning and Construction

Manage and Oversee 32 Capital Projects:
Main Campus, El Centro and CCICS

4 Categories:

- Marketing Initiative Projects
- Risk Mitigation Projects
- Capital Development Board Projects
- Misc. Projects

Marketing Initiative Projects

El Centro Sign Replacement:
Projected Completion, Winter '25



Main Campus Signage Update:
Completed Winter 2024



INFORMATION ITEM I. C. CONSTRUCTION AND SIGNAGE UPDATES

Risk Mitigation Projects

PE Building, Pool Investigation Project:
Ongoing, Arch/Engr Contract to be executed by Spring '24



BBH Administrative Offices, Asbestos Abatement & Trip Hazard: Completed



Capital Development Board

Roof Replacement Projects
Projected Completion, Fall '24



New Roof at BBH

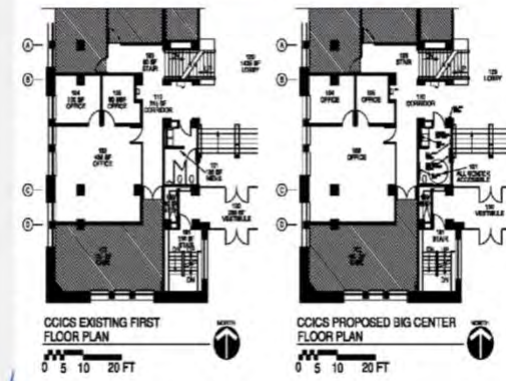


Ongoing New Roof Installation at LWH

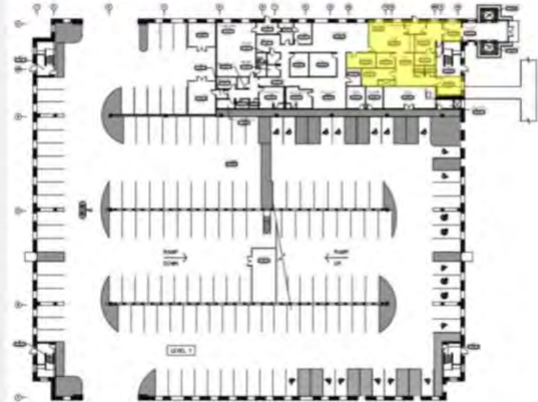
INFORMATION ITEM I. C. CONSTRUCTION AND SIGNAGE UPDATES

Capital Development Board

Business Innovation & Growth Center (CCICS)
Ongoing, Projected Completion Spring '25



Business Innovation & Growth Center, Parking Facility
Ongoing, Projected Completion Spring '25



5

Capital Development Board

Lech Walesa Hall, HVAC Upgrade Project:
Projected Completion, Fall '24



6

INFORMATION ITEM I. C. CONSTRUCTION AND SIGNAGE UPDATES

Capital Development Board

Main Campus Entrance Walkway Repairs: Projected Completion, Fall '24



Misc. Projects

El Centro, Nursing Program Lab: Design Phase, Projected Completion, Winter '24



Proposed
Layout

INFORMATION ITEM I. C. CONSTRUCTION AND SIGNAGE UPDATES

Misc. Projects

Fine Arts Dust Collector Project:
Completion in the Summer '24



Misc. Projects

El Centro, Green Lab:
Completed



Bernard Brommel Hall, Data Lab 211:
Completed



INFORMATION ITEM I. C. CONSTRUCTION AND SIGNAGE UPDATES

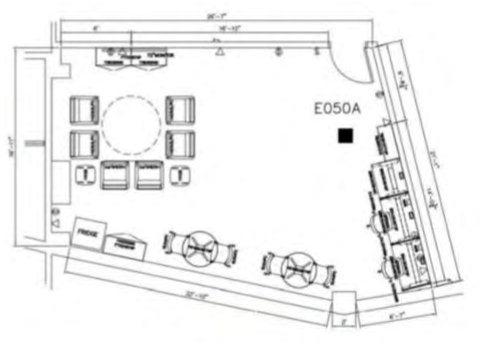
Misc. Projects

Building E, Lower Level, Veterans Lounge:

- Planning and Procurement stage,
- Completion late Fall '24



Existing Layout



Proposed Layout



Misc. Projects

Bernard Brommel Hall, Chemistry Lab 210:

In progress, completion projected for Fall '24



Then



Now



INFORMATION ITEM I. C. CONSTRUCTION AND SIGNAGE UPDATES

Misc. Projects

Bernard Brommel Hall, Chemistry Lab 210:
In progress, completion projected for Fall '24



Then



Now



Misc. Projects

CCICS, Façade Tuckpointing Project:

- Planning stage,
- Completion Spring '25

