



Regular Meeting
of the
Board of Trustees

September 12, 2019

**Regular Meeting of the
BOARD OF TRUSTEES OF NORTHERN ILLINOIS UNIVERSITY
9:00 a.m. – Thursday – September 12, 2019
Board of Trustees Room
315 Altgeld Hall**

AGENDA

1. Call to Order and Roll Call
2. Verification of Quorum and Appropriate Notification of Public Meeting
3. Meeting Agenda Approval..... *Action*..... i
4. Review and Approval of Minutes of June 13, 2019 and August 15, 2019 *Action*..... 1
5. Chair's Comments/Announcements
6. Public Comment*
7. Reports of the Board Committees and Board Liaisons..... *Information*.....36
 - a. Academic Affairs, Student Affairs and Personnel Committee (AASAP)
 - b. Finance, Audit, Compliance, Facilities and Operations Committee (FACFO)
 - c. Research and Innovation, Legal and Legislative Affairs Committee (RILLA)
 - d. Illinois Board of Higher Education
 - e. Universities Civil Service Merit Board
 - f. Northern Illinois Research Foundation
 - g. Northern Illinois University Alumni Association
 - h. Northern Illinois University Foundation
8. President’s Report No. 136
 - a. University Recommendations Forwarded by the Board Committees
 - 1) Request for New Certificate of Graduate Study in FinTech..... *Action*.....39
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 - 1) Oral English Proficiency Report..... *Information*.....56
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 - 3) Fiscal Year 2019 Report of Tuition and Fee Waivers *Information*.....59
 - 4) Fiscal Year 2019 Annual Report of Cash and Investments *Information*..... 61
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 - 6) Quarterly Summary Report of Transactions in Excess of \$100,000 for the Period April 1, 2019 to June 30, 2019..... *Information*.....66
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| 9) Sponsored Programs Administration Report | <i>Information</i>75 |
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| c. Items Directly from the President | |
| 1) University Council Amendment to the Northern Illinois University Constitution Article 6.5..... | <i>Action</i>91 |
| 2) Proposed Amendments to Board Regulations Related to Educational Benefits of Faculty and Staff | <i>Action</i>93 |
| 3) Proposed Amendments to Board Regulations Related to Sick and Parental Leave..... | <i>Action</i>94 |
| 4) Collective Bargaining for Route Drivers | <i>Action</i>108 |
| 5) Collective Bargaining for Health Services | <i>Action</i>109 |
| 6) Surplus Real Estate Property Determination – President’s House | <i>Action</i>110 |
| 7) Surplus Real Estate Property Determination – Sycamore Land | <i>Action</i>111 |
| 8) Surplus Real Estate Property Determination – Art Annex | <i>Action</i>112 |
| 9) College of Visual and Performing Arts Overview..... | <i>Information</i>113 |
| 9. Chair’s Report No. 92 | |
| a. Closed Session Minutes Review and Release..... | <i>Action</i>114 |
| b. Board of Trustees 2020 Meeting Dates Approval | <i>Action</i>115 |
| 10. Other Matters | |
| 11. Next Meeting Date | |
| 12. Closed Session | |
| 13. Adjournment | |

*Individuals wishing to make an appearance before the Board should consult the [Bylaws of the Board of Trustees of Northern Illinois University](#), Article II, Section 4 – *Appearances before the Board*. Appearance request forms can be completed [online](#) in advance of the meeting or will be available in the Board Room the day of the meeting. For more information contact Karen Campbell, kcampbell5@niu.edu, Recording Secretary to the Board of Trustees, Altgeld Hall 300, DeKalb, IL 60115, (815) 753-1273.

Anyone needing special accommodations to participate in the NIU Board of Trustees meetings should contact Karen Campbell, kcampbell5@niu.edu or (815) 753-1273, as soon as possible.

Minutes of the
Board of Trustees of Northern Illinois University
Regular Meeting
June 13, 2019

1. CALL TO ORDER AND ROLL CALL

The meeting was called to order at 9:00 a.m. by Board Chair Dennis Barsema in the Board of Trustees Room, 315 Altgeld Hall. Recording Secretary Chelsea Duis conducted a roll call. Members present were Rita Athas, John Butler, Montel Gayles, Nathan Hays, Veronica Herrero, Bob Pritchard, Vice Chair Eric Wasowicz, and Board Chair Dennis Barsema.

Also present: President Lisa Freeman; Acting General Counsel Greg Brady; Board Liaison Matt Streb; Executive Vice President and Provost Beth Ingram; Vice President for Administration and Finance Sarah McGill; Vice President for Enrollment Management, Marketing and Communications Sol Jensen; Vice President for Advancement Catherine Squires; Associate Vice President of Information Technology Matt Parks; Associate Vice President for Student Affairs and Dean of Students Kelly Wesener-Michael; Executive Director of the Northern Illinois University Alumni Association Reggie Bustinza; and University Advisory Council (UAC) Representatives Holly Nicholson, Cathy Doederlein, Sarah Marsh, and Alex Gelman.

2. VERIFICATION OF QUORUM AND APPROPRIATE NOTICE OF PUBLIC MEETING

Acting General Counsel Brady indicated the appropriate notification of the meeting has been provided pursuant to the Illinois Open Meetings Act. Mr. Brady also advised that a quorum was present.

3. MEETING AGENDA APPROVAL

Chair Dennis Barsema asked for a motion to approve the meeting agenda. Trustee Eric Wasowicz so moved and Trustee Montel Gayles seconded. The motion was approved.

Chair Barsema asked for a motion to amend the previous motion for a consent agenda of agenda items 10.a.17., 10.a.18., 10.a.25., 10.a.29., 10.a.30., 10.a.31., and 10.b.1. through 10.b.7. Trustee Wasowicz so moved, and Trustee Rita Athas seconded.

Trustee Bob Pritchard asked whether the purpose of the consent agenda was to expedite the meeting. Chair Barsema explained that all the consent agenda action items came through committee and are deletions of academic items. Since they were discussed during the committee meetings, moving them to the consent agenda would shorten the meeting. Trustee Wasowicz commented this is something that is done in the corporate world, and he applauds moving these to consent agenda. Trustee Pritchard asked to revisit some of the information items in the future.

The amendment was approved. The motion was approved.

4. RESOLUTION HONORING FORMER TRUSTEE TIMOTHY STRUTHERS FOR DISTINGUISHED SERVICE TO THE NORTHERN ILLINOIS UNIVERSITY BOARD OF TRUSTEES

Chair Dennis Barsema introduced agenda item 4, and asked Trustee John Butler to present the item. Trustee Butler read the resolution:

“Whereas, the support of community leaders is critical to the success of America’s public institutions of higher learning; and

Whereas since 2015 Timothy A. Struthers has expanded his commitment to his community through service on the Board of Trustees of Northern Illinois University; and

Whereas Timothy A. Struthers has served faithfully as a member of the Board's Executive Committee, the Finance, Audit, Compliance, Facilities and Operations Committee, the Academic Affairs, Student Affairs and Personnel Committee, and the Research and Innovation, Legal and Legislative Affairs Committee; and

Whereas Timothy A. Struthers has also served as Board Secretary and Chair of the Finance, Audit, Compliance, Facilities and Operations Committee; and

Whereas Timothy A. Struthers has helped guide the institution during exceedingly challenging times and contributed wisely to the presidential search process that resulted in the appointment of NIU's 13th president; and whereas Timothy A. Struthers has given generously of his time to gain full understanding of the complex issues surrounding Northern Illinois University's future and has achieved significant and lasting improvements with a particular focus on the university's fiscal sustainability and financial reporting practices; and

Whereas Timothy A. Struthers brought to his Board service a comprehensive and distinct perspective from his long career in banking and service on the Boards of the Kishwaukee Water Reclamation District, the DeKalb County Community Foundation, the DeKalb County Economic Development Corporation, the Kishwaukee United Way, and the Annie Glidden North Revitalization Project; and

Whereas Timothy A. Struthers has also served his state and region through service to the Illinois Bankers Association, the Illinois Council on Economic Education, and the NIU Foundation Board; and

Whereas Timothy A. Struthers is a proud Northern Illinois University alumnus of significant influence and impact, with both bachelor's and master's degrees from the College of Business and has maintained his commitment to the university through his dedication, loyalty, time, talents and resources.

Now, therefore it be resolved that the Board of Trustees of Northern Illinois University in formal meeting herein assembled extend its grateful appreciation to Timothy A. Struthers for his distinguished service to Northern Illinois University.

Be it further resolved that this resolution be presented to Timothy A. Struthers and a copy of this document be placed in the official files of the Board of Trustees as part of the permanent record of the university and the great State of Illinois and as a lasting tribute to the accomplishments of Timothy A. Struthers.

Adopted in a meeting assembled this thirteenth day of June 2019."

Chair Dennis Barsema asked for a motion to approve the resolution. Trustee John Butler so moved, and Trustee Bob Pritchard seconded. The motion was approved.

Mr. Tim Struthers made several remarks. He reflected on the time he served, noting that 2016 and 2017 were particularly difficult; with a \$30 million loss, declining enrollment, state budget crisis, multiple investigations, a president under pressure, management and Board turnover, limited financial reporting, and underperforming enrollment management. He said that those were tough times that may have been one of the most difficult periods in NIU History. He is proud that the university is markedly better today than in September 2015.

Tim Struthers furthermore hopes that this Board and future Boards will have highly engaged trustees and truly understand that they are ultimately responsible for the progress of the university. The Board should be able to manage goals appropriately, and recognize the many obstacles challenging the university. These obstacles must be met with big, strong steps to overcome them.

Trustees should appreciate the significance of NIU's proud history and endless potential, and that the university has impacted hundreds of thousands of people.

Finally, Tim Struthers urged the Trustees to capitalize on the progress that has been made in the past few years. He stated that Dennis (Barsema), Eric (Wasowicz) and President Freeman are exceptional leaders. Sarah (McGill) and Sol (Jensen) in Finance and Enrollment are in mission critical positions, and the university is fortunate to have them both. Wheeler Coleman led the Trustees through the most difficult times. Tim Struthers continued by thanking all employees at every level of the institution. He closed by remarking that the university is in a solid position to move forward and embrace changes that will allow NIU to prosper for the next 124 years.

Chair Barsema said he has known Mr. Struthers a long time, and that they worked together first on the Foundation Board and then the Board of Trustees. He has never failed to leave something better than he found it. Chair Barsema thanked Mr. Struthers for all that he did as a Trustee and added that he knows Mr. Struthers will continue to influence the university moving forward.

5. REVIEW AND APPROVAL OF MINUTES OF MAY 9, 2019

Chair Dennis Barsema asked for a motion to approve the minutes of May 9, 2019. Trustee Eric Wasowicz so moved and Trustee Montel Gayles seconded. The motion was approved.

6. CHAIR'S COMMENTS/ANNOUNCEMENTS

Chair Dennis Barsema welcomed University Advisory Committee Members Alex Gelman, Sarah Marsh, Holly Nicholson, and Cathy Doederlein, and invited them to comment.

UAC Representative Holly Nicholson thanked Trustee Struthers and Student Trustee Hays for their service and stewardship. She then thanked Greg Brady for his service as acting general counsel. She welcomed new General Counsel Bryan Perry and stated that she looked forward to working with him.

She said that she is excited to see the Board regulation amendment regarding educational benefits come before the Trustees today. It exemplifies how this administration values employees as well as the mission of the university, which includes promoting professional, personal and intellectual growth, advancing social mobility, empowering students, pursuing knowledge, valuing equity and inclusion, and respecting every member of our community, making knowledge accessible, and promoting student success. She noted several cases of student employees struggling because of inconsistent tuition waivers and stated that any time the university can remove a barrier to someone furthering their education, it's a victory. She hoped that the amendment would pass.

UAC Representative Cathy Doederlein echoed UAC Representative Nicholson's statements. She went on to thank the President and University Administration for bringing forward a three percent salary increment for consideration. She stated that she appreciates seeing key leadership initiatives which discuss reimagining human resource services including a more strategic communications approach among the President's Fiscal Year 2020 goals. She concluded by thanking UAC Representative Therese Arado for her work as Faculty Senate President, welcoming Faculty Senate President Kendall Thu to that role, and thanking UAC Representative Nicholson for all she does for staff at NIU.

Chair Barsema thanked UAC Representative Doederlein and welcomed Faculty Senate President Thu to his new role.

Chair Barsema stated that he had two comments. First, on June second, NIU lost a friend when Mr. Gaylen Larson passed away. He was prominent in the accounting and financial world, so much so that he is one of few people in the Financial Hall of Fame. He served for 19 years as a member of the Foundation Board. He also has received the NIU Distinguished Alumni Award. He was awarded the College of Business 50th Anniversary Golden Alumnus award. Mr. Larson and his

wife fund several scholarships at NIU that are awarded to students annually, and they have been strong influences in not only NIU's College of Business in the Accounting Program, but in all parts of the university. He will be missed, and condolences go out to his wife Joanne Larson, his children, and his family.

Secondly, Chairman Dennis Barsema mentioned that Recording Secretary Chelsea Duis would be leaving at the end of July. The Trustees thanked Ms. Duis for making the meetings run smoothly. Ms. Duis will also be missed, and the Trustees wish her the best of luck in Texas.

7. PUBLIC COMMENT

Acting General Counsel Greg Brady indicated that two timely requests for public comment had been received. He first called forward Mr. Daniel Porter.

Daniel Porter: "Good morning everybody. My name is Daniel Porter, AKA DJ Dan, and the reason why, again I'll be very brief, the reason why I am here today is it's the only time I can make it. I am a CTE teacher here in Northern Illinois. I've been teaching for the past three years. I love it. I also have a very special relationship with a lot of the undergraduate students here at NIU through my time as a DJ. Well, the enrollment has me a little bit concerned. I work with – a lot of my colleagues are also graduates of Northern Illinois University. And I've been brainstorming and being a CTE teacher it occurred to me, and if I'm not mistaken, some time ago NIU used to offer classes in vocational training. I'm not sure if the university does that anymore. I think that would be a very good idea to reconsider doing that again. I think that we would draw a lot of students who otherwise would pass up NIU back into our forum. That's like a two-year program. We could take on like UTI and Lincoln Tech and all these other places. For example, you've got construction tech, plumbing, electrician work, a lot of things that people need and it would be an incentive for younger people to reconsider NIU because while they can think to themselves, "Okay, if I go here for two years, after those two years I'll have something tangible. I'll have a job. Something I can use to pay my rent." And I thought to myself why did I go to NIU? Well there were two chief reasons why I selected NIU as my college of choice. Well number one, obviously it was fun. The NIU social life that I had here was something, it transformed me and once I enrolled here, I didn't want to leave. I really enjoyed the student body and have gotten to know about almost 3,000 Facebook friends. But number two, I'd say it was affordable. It was doable. It was something that I could afford in my field going to the College of Engineering and Technology, those are really hard classes. You really can't have like an afterschool job and pay your way through college. You have to go on student loans. The declining enrollment, the other reason why it has me concerned is this is where I graduated and if this trend continues, we're all in really big trouble because my accreditation is from here and NIU she is who I stand with. I do everything I can in my power to get my students not to be biased, but my high school students I try to get them out to the university. I try to get them to see our campus and you know sometimes I get into a little bit of hot water talking about how much fun NIU was when I went to school here. That's another concern that I have. Something that I think we need to painfully address here is the way certain people in the NIU community treat the public and the student body. I want to cite one Facebook friend of mine if I may. Taylor Maddingly, she was one of the most resourceful people that I have ever worked with here in the NIU Greek community. We were raising money for charity for a special Olympics and well. I saw her post on Facebook and I knew that she was choosing different options and that really had me concerned because unlike students at large, people who are in the Greek community are anchored to the university by the student organization in which they belong. And when they start leaving us, we're never gonna get them back. I think, just in closing, just to be brief, I think that the council here should consider maybe a college of vocational training if we don't already have something, some kind of an arrangement like that yet. I think that would draw students back here, a two-year program, something they can afford, and hopefully we can turn this trend around. Thank you for your time."

Chair Dennis Barsema thanked Mr. Porter for his comments and extended his appreciation for Mr. Porter's concern for enrollment at NIU.

Acting General Counsel Brady called Professor Virginia Naples forward.

Professor Virginia Naples: "Good morning everyone and thank you for the opportunity to speak. I have spoken to this group many times before and I have promised to continue to come back to raise some issues. But before I start talking about previous concerns, I would like to say that I am officially sanctioned today as a member of the United Faculty Alliance and the Emeritus President that your faculty are very disturbed at the prolonged negotiations for our first contract. We feel as though we are very much being deprived. Other members of our university employee community who are also extremely deserving have been receiving raises and we have had nothing. The university faculty are the main reason we are capable of meeting our mission. I know everyone at this university wants to see the university succeed and one of the main reasons why the university succeeds is that we have a very hard-working, qualified, and dedicated group of faculty members who work far above and beyond what they are receiving in remuneration. They are the university's best ambassadors for recruiting new students and for retaining students. And we feel as though we are being neglected and very sadly having sat in on many of the negotiations, we feel as though we are being treated with contempt by the negotiators from the administration in many situations. I don't understand why this should be an adversarial process. We should all be a single community. We are all striving for the same thing, which is excellence for NIU. And I'm very concerned that if this trend does not change, I personally know many faculty who are capable of going elsewhere who are diligently seeking to leave NIU. This is a tremendous loss for our educational community, and it will deprive us of completing our mission with as much success as this university has the potential to achieve. So I implore you to change the attitude to one of mutual cooperation and reward your faculty who have labored very hard and very long, and many of whom are suffering tremendously by financial losses, wage compression, inversion and all of those kinds of things that I and many other people have addressed in the past. In conclusion, I also want to bring back to your attention once again the fact that completely separate from the union negotiations for the faculty is the ongoing, decades old problem of discrimination against women and minorities in salary. We have had six reports, all of which have studied that issue, and come to the same conclusion. I reiterate that this is illegal. It may be that everybody looks at oh well the speed limit is 35 miles an hour, I can get away with 40 and 45; and that's fine as long as you don't get caught. But after as many reports as we have had that have all said the same thing, that the discrimination is real, and it is pervasive, and it is long-term, and it's extraordinarily harmful. I implore you to correct this problem. I don't want to see the university be in violation of our state and federal statutes on discrimination. Thank you very much."

Chair Barsema thanked Dr. Naples for her comment. Acting General Counsel Greg Brady indicated that no more people had registered for public comment.

8. PRESIDENT'S REPORT NO. 134

Chair Dennis Barsema directed attention to Agenda Item 8, and asked President Lisa Freeman to make her report. President Freeman noted that Dean Balaji Rajagopalan would be giving an overview of the College of Business, which had been postponed from a previous meeting, at this time.

Dean Rajagopalan covered several initiatives from the College of Business: the launch of the Executive MBA program in Nanjing, China; the fact that NIU has received many national accolades including that *US News and World Report* has listed the College of Business as one of the best schools in the country for many years; the significant changes happening in the business world that require changing the way students are prepared to enter the workforce; and the challenging of students, faculty, and the community to cross boundaries. The college's vision to

inspire and empower, to drive business innovation, to change lives and to make a difference in the world is aligned with the changes that are happening in industry and how NIU prepares graduates for a future that is increasingly driven by innovation.

Dean Rajagopalan noted that there are five themes that define the College of Business' strategic priorities: building a culture of innovation; creating distinctive student experiences; faculty professional development and research; and embracement of an inclusive community.

Dean Rajagopalan then elaborated on the idea of challenging students, faculty, and the community to cross boundaries. Business in Action is a new freshman-level course that helps students understand that business is an interconnected space of all its functional areas. For juniors and seniors, the college has Ignite, a program which allows small and medium-sized businesses to hire NIU students as interns through scholarship funding. MATTER is a project that gives undergraduate and graduate students the opportunity to work on a real-life problem for various healthcare agencies in the Chicago area. For alumni, the college has launched the Young Alumni Board, providing an opportunity for younger alumni to participate with, engage with, and impact current students.

New initiatives include a Creativity Lab that will be a platform to drive innovation ideation for students. The Experiential Learning Center is now rebranded as the Impact Lab, an umbrella center that houses both the Belief and Passport programs. The college plans to launch the Digital Innovation and Data Analytic Center, a professional sales program. Finally, the college plans to launch a FinTech lab to embrace the Bloomberg terminals but also have other technologies that are driving the FinTech revolution.

The college has several other ongoing programs. Barsema's Closet helps students find affordable formal clothing. The College of Business currently has 237 international students from 31 countries. It has a partnership with a university in Italy, where MBA students travel and earn a double degree. The MBA program is launching in Nanjing, China this Sunday, with a first cohort of 20 students. There is a partnership with another institution in Columbia, the first College of Business venture in which NIU is offering a program on its own in an international location.

Dean Rajagopalan stated that the college is looking for a way to measure the impact that the college has in three broad categories: revenue, reputation, and relationships.

Dean Rajagopalan concluded with the core values of the College of Business: excellence in learning, teaching, research and service; integrity in how people conduct themselves in the classroom and beyond; and in caring in relationships and service to the world.

Chair Barsema asked for more information about the Passport program, and Dean Rajagopalan asked the Director of Accreditation, Academic Report, and Strategy for the College of Business, Amy Buhrow to explain.

Director Amy Buhrow explained that the Passport program was developed to make College of Business students more well-rounded. All College of Business students must participate in at least one activity in each of seven continents: business ethics, business communication, leadership, global, experiential learning, service and business communication. To help students market their experience to employers, the college plans to create badges for their LinkedIn profiles. A student who does five activities in a single continent becomes a Continent Scholar. A student who participates in five activities in four to six continents becomes a Passport Scholar, and a student who completes five or more activities in all seven categories becomes a Distinguished Business Scholar. This enables students to communicate their accomplishments to the marketplace.

Chair Barsema noted that he has heard from many students that at first, they didn't like the Passport program because it was a requirement, but at the end of the process they were really glad that they participated.

Trustee Eric Wasowicz asked whether Belief cards are still available. When Dean Rajagopalan answered yes, Trustee Wasowicz asked for several cards to give out.

Trustee Wasowicz then asked whether the sales program still has a one hundred percent employment rate. After Dean Rajagopalan affirmed this, Trustee Wasowicz replied that he is surprised that not many other universities have a similar program. Dean Rajagopalan added that entry to the sales program is very competitive.

Chair Barsema commented that he is aware of collaboration between Dean Don Peterson of the Engineering School and Dean Rajagopalan, as well as a lot of collaboration between the two schools to cross-educate students since business and engineering students can partner in many areas. Chair Barsema encourages engineering students to take a sales class, because an engineer who can speak before customers is an asset for any company.

Trustee Veronica Herrero asked what value the Passport program has created for employers.

Director Amy Buhrow responded that the program helps prospective employers connect to students. Employers come and make presentations to the students, which gives the employers the opportunity to speak globally about their businesses. Employers are using the program to connect more broadly with students.

Chair Barsema recognized Trustee Bob Pritchard, who thanked Dean Rajagopalan for his presentation and for working to prove value to the students. The Trustees appreciate the College of Business objectives, goals, and strategies.

9. REPORTS OF THE BOARD COMMITTEES AND BOARD LIAISONS

Chair Dennis Barsema directed the Trustees to Agenda Item 9., the reports of the Board committees and the Board liaisons, observing that they are informational only and do not require approval.

Trustee John Butler noted that the section on the university Civil Service Merit Board called for him to give an oral report and presented it. Trustee Butler met with the executive director of the Merit Board to keep NIU's concerns and issues at the front of his mind. He asked the Trustees to look at the list of new members of the Merit Board to see if they had connections that would allow them to introduce the new members to himself. Trustee Butler hopes to give his next report at the September 12th Regular Board of Trustees Meeting.

Trustee Montel Gayles commented on Agenda Item 9.b. Looking at Oracle and the other Wi-Fi projects in process at the university, there is an opportunity for NIU to provide some sort of social change, social engineering. Considering procurement of Oracle, there is a major problem. Oracle has very little competition, which makes the company less willing to accommodate any special requests from NIU.

Trustee Gayles hopes that NIU can look at its procurement process. NIU should think about contracts up for bid, limiting the timeframe in which those contracts are offered, and not committing to a nine-year opportunity that blocks other diverse communities from participating. NIU should consider putting incentives in bids such that firms want to do business with NIU and to do the things that NIU needs.

Chair Barsema next directed the Trustees' attention to agenda item 8.f. He first celebrated the outstanding engagement of alumni through the Alumni Association. Chair Barsema commended Executive Director of the Alumni Association Reggie Bustinza, Director of Alumni Volunteer Engagement Liz McKee, and their entire team for getting alumni re-engaged at NIU.

President Lisa Freeman stated that Huskie pride means being mentors to students, returning to campus, and continuing to be sponsors for Huskies current and past throughout their professional

careers. Executive Director Bustinza has done an excellent job working with the deans and his staff to foster that sense of not only Huskie pride, but also Huskie obligation among NIU alumni.

Chair Barsema asked Executive Director Bustinza to report on positive results from the nationwide events being held by the Alumni Association. Executive Director Bustinza said that his team has been very diligent in tracking event attendees for several years. Notably, attendees at alumni events tend to give at a rate nearly twice the participation rate of non-attendees. The team is currently investigating whether event attendees give or volunteer after the event if they never had before the event. As the Fiscal Year ends, the Alumni Association will look for return on investment across events and will be able to present those numbers to the Board of Trustees in August or September.

Trustee Rita Athas said that after being on the Alumni Board for six years, four as the Vice President, and being on the selection committee for Executive Director Bustinza, she is please to find that he excels at performance management.

Trustee Montel Gayles gave public recognition to Vice President of University Advancement and CEO of the NIU Foundation Catherine Squires and her staff for the monies that they've been able to raise this year, noting that she's done a great job.

Chair Barsema moved to Agenda Item 9.h. and highlighted that year-to-date fund raising is \$20.2 million, including a \$7 million estate gift from a retired professor and his family.

10. PRESIDENT'S REPORT NO. 134 CONTINUED

Chair Dennis Barsema returned to the President's Report No. 134 and asked for a motion to accept the following action agenda items through a consent agenda as previously agreed.

UNIVERSITY RECOMMENDATIONS FORWARDED BY THE BOARD COMMITTEES

Agenda Item 10.a.17. – Request for Deletion of Graduate Concentration in Latino and Latin American Studies

Agenda Item 10.a.18. – Request for Deletion of Master of Science in Teaching (M.S.T.) with a Specialization in Geoscience Education

Agenda Item 10.a. 25. – Request for Deletion of the Bachelor of Science in Athletic Training

Agenda Item 10.a.29. – Request for Deletion of the Certificate of Graduate Study in Adult Education

Agenda Item 10.a.30. – Request for Deletion of the Certificate of Graduate Study in Career Development

Agenda Item 10.a.31. – Request for Deletion of Specializations in the M.A.Ed. in Higher Education and Student Affairs

Trustee Eric Wasowicz so moved, and Trustee Montel Gayles seconded.

The motion was approved.

Chair Barsema asked for a motion to further accept the following information agenda items through a consent agenda as discussed at the beginning of the meeting.

UNIVERSITY REPORTS FORWARDED BY THE BOARD COMMITTEES

Agenda Item 10.b.1. – FY18 Audit Results

Agenda Item 10.b.2. – Quarterly Financial Summary – FY19 Third Quarter

Agenda Item 10.b.3. – Fiscal Year 2020 University Budget – Preliminary Summary

Agenda Item 10.b.4. – Periodic Report on Investments for Period Ending March 31, 2019

Agenda Item 10.b.5. – Quarterly Summary Report of Transactions in Excess of \$100,000 for the Period January 1, 2019, to March 31, 2019

Agenda Item 10.b.6. – Semi-Annual Progress Report of Active Capital Projects

Agenda Item 10.b.7. – Facilities Update

Trustee Wasowicz so moved, and Trustee Rita Athas seconded.

The motion was approved.

UNIVERSITY RECOMMENDATIONS FORWARDED BY THE BOARD COMMITTEES

Trustee Butler left the meeting at 10:32 AM

Agenda Item 10.a.1. – New Oracle ERP Hardware/Software Contract

President Lisa Freeman presented agenda item 10.a.1., which will modernize the university's enterprise resource planning system. The new contract is quoted at about \$4.8 million over three years with a ten percent contingency.

Chair Barsema asked for a motion to approve the agenda item. Trustee Wasowicz so moved, and Trustee Bob Pritchard seconded.

Trustee Wasowicz asked whether everything is cloud-based now and asked for clarity as to whether NIU no longer needs some of the hardware associated with Oracle in the past. Associate Vice President of Information Technology Matt Parks answered that NIU has two options: replace the legacy hardware with new hardware that would sit within the data center or move to the cloud. Within the next two weeks, Associate Vice President Parks will have a recommendation.

Trustee Wasowicz said that the Oracle sales team is highly incentivized to get people to the cloud. Associate Vice President Parks agreed, and Trustee Wasowicz said Oracle will push hard to move NIU to the cloud. Associate Vice President Parks agreed about the incentive issue but said that it is ultimately NIU's decision whether to move to the cloud or not.

The motion was approved.

Agenda Item 10.a.2. – Wireless Network Expansion and Upgrade – Phase 3

President Freeman presented agenda item 10.a.2. Phase 3 is the third year of a multi-year effort to improve the provision of mobile Wi-Fi access to the university community. The funding source is institutional local funds for \$425,000.

Trustee Butler returned to the meeting at 10:35 AM.

Chair Barsema asked for a motion to approve this agenda item. Trustee Veronica Herrero so moved, and Trustee Rita Athas seconded.

The motion was approved.

Agenda Item 10.a.3. – FY20 Cisco Hardware Maintenance Contract

President Freeman presented agenda item 10.a.3. The funding source is institutional local funds for \$400,000.

Chair Barsema asked for a motion to approve the agenda item. Trustee Gayles so moved and Trustee Herrero seconded.

Trustee Montel Gayles reiterated his previous comments, saying that this is a great opportunity to find diverse candidates that can perform this type of work.

Trustee John Butler left the meeting at 10:36 AM.

Chair Barsema said that this is Cisco hardware and asked whether there are opportunities to receive bids from other independent organizations who service Cisco hardware. Associate Vice President Parks answered negatively, stating that this contractor is an approved vendor from the State of Illinois' IPEC contract, a set of pre-approved, pre-vetted vendors that NIU can leverage for these types of projects. Trustee Gayles speculated that the list doesn't include minority or women candidates, and Associate Vice President Parks agreed.

The motion was approved.

Agenda Item 10.a.4. – Ciena Hardware Maintenance – Five-Year Agreement

President Lisa Freeman introduced agenda item 10.a.4. The Division of Information Technologies requests permission to enter into a five-year maintenance contract for hardware, software and 24/7 technical support for a high-speed fiber optic broadband network that connects NIU's DeKalb campus to the outreach centers in Naperville, Hoffman Estates and Rockford. The contract is valued at approximately \$800,000 with an annual payment of approximately \$160,000 coming from institutional or local funds.

Chair Barsema asked for a motion to approve the agenda item. Trustee Montel Gayles so moved, and Trustee Veronica Herrero seconded.

Trustee Gayles commented that this seems like an opportunity for revenue generation and asked whether it is possible to expand the number of state or private institutions that may want to use this network.

Trustee Butler returned to the meeting at 10:39 AM.

President Freeman affirmed that this is a source of revenue. Associate Vice President Matt Parks indicated that the totality of the broadband networks that NIU is involved in operating and leading includes five to six hundred public sector organizations throughout the Northern Illinois region and across Illinois. This order is for a subset of that network infrastructure.

Trustee Gayles asked for clarification of how NIU will set the rate for other organizations to access the network. Associate Vice President Parks stated that when the networks were built from 2011 - 2013, NIU was aware of basic market rates for connectivity. Many of NIU's networks deliver services to public sector organizations below the market rate to be affordable. The Department of Information Technology checks that market price regularly. This has been a successful model which is affordable for those public sector organizations to leverage. Trustee Wasowicz inquired as to whether there is a ceiling on the price. Associate Vice President Parks said that prices for services provided through these broadband networks are not governed by the state.

Chair Barsema asked why a five-year agreement was chosen over other contract lengths.

Associate Vice President Parks answered that, specifically for Ciena, the longest multi-year contract available is five years. NIU received a significant discount compared to a one- or three-year contract, making the five-year agreement the most cost-effective choice. Chair Barsema inquired whether the contract includes sufficient out clauses for non-performance. Associate Vice President Parks observed that NIU has a long-standing relationship with Ciena, a well-known telecommunications provider. Performance clauses are included in this contract.

Trustee Gayles said that sometimes companies prefer long-term contracts because putting together a bid spec is labor intensive. Trustee Gayles always looks at the extension periods to ensure that they cannot go into perpetuity. Associate Vice President Parks agreed and commented that this contract is fixed at five years with no renewal.

The motion was approved.

Agenda Item 10.a.5. – FY20 NIU Foundation Professional Services Contract

President Lisa Freeman presented agenda item 10.a.5. The NIU Foundation is an independent organization that operates to support the mission of NIU through fundraising, asset management and related support activities. Annually, the university and foundation enter into a contract which serves to outline the fundraising services and activities to be provided by the foundation on behalf of the university. The contractual agreement is in accordance with legislative audit commission guidelines. The amount of \$743,600 requested here represents no change over Fiscal Year 19.

Trustee Veronica Herrero left the meeting at 10:43 AM.

Chair Dennis Barsema asked for a motion to approve the agenda item. Trustee Rita Athas so moved, and Trustee Eric Wasowicz seconded.

The motion was approved.

Agenda Item 10.a.6. – FY20 Intercollegiate Athletics Secondary Student Health Insurance Contract Renewal

President Lisa Freeman presented agenda item 10.a.6. The Board had many questions during committee discussion. Today's item will address those questions. This insurance policy provides coverage for medical expenses resulting from athletically related injuries and is a requirement of NCAA membership. This secondary insurance policy is in addition to coverage that the student athletes may have through their primary insurance. This insurance has been designed specifically for NCAA members with the master policy form negotiated on behalf of the schools in accordance with the NCAA regulations. The policy recommended to the Board is the NCAA group insurance program and although participation in this specific program is not required, it does offer specific benefits to NCAA members. Notably, the benefit provides quicker access to the NCAA's catastrophic injury policy. The Fiscal Year 20 approval amount of \$325,000 includes NCAA group basic accident medical program insurance plan, administrative fees, and aggregate deductible claims coverage for a two- year period per student athlete accident. Of the total nine-year contract, this is a one-year renewal which will be revisited annually. The renewal award will be advertised in the Illinois Procurement Bulletin. The funding source is local funding.

Chair Dennis Barsema called for a motion to approve the agenda item. Trustee Eric Wasowicz so moved, and Trustee Montel Gayles seconded.

Trustee Gayles commented that this is yet another example of a long nine-year commitment. Though the policy is a unique one that is offered through the NCAA, he wondered if there a is broker being used to buy this; and if so, has there been advertising to bid for brokerage services?

Trustee Herrero returned to the meeting at 10:47 AM.

Senior Associate Athletics Director Debra Boughton replied that the broker that services the NCAA policy is Ascension Benefits and Insurance Solutions, which is the only broker that provides the NCAA link. She understands the need to look for other products. The current year, number six of nine, saw 17 or 18 claims, making this a bad time to look for other vendors. However, she understands the value of looking for different vendors and will continue to investigate that in the future. President Freeman stated that there has been a name change as specified in the agenda item; Ascension Benefits Insurance Solutions is now Relation Insurance Services of Mutual of Omaha.

President Freeman said that the NCAA is a division which, along with its member institutions, is very invested in diversity, equity, and inclusion at all levels. As a member institution, NIU can suggest to the NCAA that that be a consideration in choosing a broker for the master program.

The motion was approved.

Agenda Item 10.a.7.– New Depository Account for Commercial Card Program

President Lisa Freeman presented agenda item 10.a.7. NIU requests approval to open a depository account with J.P. Morgan Chase Bank. This account is an investment account held as collateral for the university's commercial card program. The deposit requirement is \$1M, which may increase or decrease based on changes to the university's annual card spending and/or credit rating.

Chair Dennis Barsema asked for a motion to approve the agenda item. Trustee Montel Gayles so moved, and Trustee Veronica Herrero seconded.

The motion was approved.

Agenda Item 10.a.8. – Fire Services Contract Extension with the City of DeKalb

President Lisa Freeman presented agenda item 10.a.8. The university obtains fire response and emergency ambulance services from the City of DeKalb in the same manner as the local community at large. Because the university does not pay property taxes, a contract with the city serves as the mechanism to fund an appropriate share of these services. The current five-year contract for fire and ambulance services with the city expires on June 30th of this year. Because of several transitions of leaders in the city and fire department, details on a new multi-year contract have not yet been fully determined. To provide more time for these discussions, an extension on the current contract to December 31st is proposed at a cost of \$415,857 for the six-month period.

Chair Dennis Barsema asked for a motion to approve the agenda item. Trustee Eric Wasowicz so moved, and Trustee Bob Pritchard seconded.

Trustee Rita Athas asked whether the current contract is based on usage, and whether that amount is reviewed annually. Vice President of Administration and Finance Sarah McGill replied that usage is reviewed annually; however, the existing contract specified an amount. Contract negotiations include ways to review usage to ensure that what NIU pays is consistent with usage.

The motion was approved.

Agenda Item 10.a.9. – Fiscal Year 2020 SPS and Civil Service Staff Salary Increment Allocation Guidelines

President Lisa Freeman presented agenda item 10.a.9. The fiscal year 2020 guidelines incorporate a three percent across the Board salary increase for eligible Supportive Professional Staff and Civil Service Employees, along with other staff employee groups. All graduate assistants are eligible for the increment subject to university procedures. The staff employees who are represented by a union or legally recognized collective bargaining representative will receive a negotiated increment per the specific provisions of applicable current or future agreements.

Chair Dennis Barsema asked for a motion to approve the agenda item. Trustee Eric Wasowicz so moved, and Trustee Bob Pritchard seconded.

Chair Barsema asked for clarification of what percentage of staff employees would be covered by this item. President Freeman estimated between one quarter to one third. Board Liaison Matt Streb promised definite information by the end of the meeting. President Freeman added that many of the university's bargaining contracts have a provision that the increment negotiated is either what is in the contract or a pass through of what other employees get, whichever is higher. There are probably some negotiated staff employees who will receive the increment as detailed in this item.

Trustee Rita Athas noted that this is a three percent increment across the Board, with opportunity for an additional merit increase. Trustee Athas asked how merit increases are processed. President Freeman stated that historically the university has procedures for merit-based increments for faculty, but not for staff, though that is an aspiration.

The motion was approved.

Agenda Item 10.a.10. – Request for New Degree Program in Doctor of Philosophy in

Electrical Engineering

President Lisa Freeman presented agenda item 10.a.10. She stated that the next three items relate to doctoral programs in the College of Engineering and Engineering technology and are associated with our very innovative Industry Fellows program.

Chair Dennis Barsema called for a motion to approve the item. Trustee Montel Gayles so moved, and Trustee Bob Pritchard seconded.

Chair Barsema asked how this degree program compares to other universities with an engineering college. President Freeman answered that NIU's engineering college is relatively young and was authorized with tremendous support from regional, small and medium manufacturing businesses, as well as from specific sectors like manufacturing and aerospace in the Rockford region. NIU is known for its excellent undergraduate and engineering programs and great service to industry. Having only master's level programs to perform innovation and research has been a challenge for faculty. Increasing students' creativity and discovery research has been difficult because students only stay for two years for the master's rather than the longer time for the doctorate. The distinguishing factor of these three Ph.D. programs under the umbrella of the Industry Fellows Program is that NIU is recognizing a market trend that the majority of Ph.Ds. in engineering disciplines do not work in academia, but in industry. NIU continues to distinguish itself through that very tight connection to the practical rather than the theoretical, even though these are doctoral programs. There is great enthusiasm among corporate partners for a move in this direction.

The motion was approved.

Agenda Item 10.a.11. – Request for New Degree Program in Doctor of Philosophy in Industrial and Systems Engineering

President Lisa Freeman presented agenda item 10.a.11.

Chair Dennis Barsema asked for a motion to approve this agenda item. Trustee Bob Pritchard so moved, and Trustee Eric Wasowicz seconded.

The motion was approved.

Agenda Item 10.a.12. – Request for New Degree Program in Doctor of Philosophy in Mechanical Engineering

President Lisa Freeman presented agenda item 10.a.12.

Chair Barsema asked for a motion to approve the item. Trustee John Butler so moved, and Trustee Veronica Herrero seconded.

Trustee John Butler indicated that key turning points in the university's trajectory have been the establishment of new Ph.D. programs. Trustee Gayles stated that he hoped these new degrees would generate marketing. President Freeman responded that it would.

Chair Barsema noted that the creation of new Ph.D. programs was a presidential goal for Fiscal Year 19 and congratulated the president and Dean of the College of Engineering Don Peterson for achieving this goal.

The motion was approved.

Agenda Item 10.a.13. – Request for New Certificate of Graduate Study in Financial Risk Management

President Lisa Freeman presented agenda item 10.a.13.

Chair Barsema asked for a motion to approve the agenda item. Trustee Bob Pritchard so moved, and Trustee Rita Athas seconded.

The motion was approved.

Agenda Item 10.a.14. – Request for New Certificate of Graduate Study in Advanced Study in Accounting Analytics

President Lisa Freeman presented agenda item 10.a.14.

Chair Dennis Barsema asked for a motion to approve agenda item 10.a.14. Trustee Montel Gayles so moved, and Trustee Eric Wasowicz seconded.

The motion was approved.

Agenda Item 10.a.15. – Request for New Certificate of Undergraduate Study in International Marketing

President Lisa Freeman presented agenda item 10.a.15.

Chair Dennis Barsema asked for a motion to approve the agenda item. Trustee Bob Pritchard so moved, and Trustee Montel Gayles seconded.

The motion was approved.

Agenda Item 10.a.16. – Request for New Certificate of Graduate Study in Latin American Studies

President Lisa Freeman presented agenda item 10.a.16.

Chair Dennis Barsema asked for a motion to approve the agenda item. Trustee Veronica Herrero so moved, and Trustee Bob Pritchard seconded.

The motion was approved.

Agenda Item 10.a.19. – Request for New Certificate of Graduate Study in Health Professions Education

President Lisa Freeman presented agenda item 10.a.19.

Chair Dennis Barsema asked for a motion to approve agenda item 10.a.19. Trustee Bob Pritchard so moved, and Trustee Rita Athas seconded.

The motion was approved.

Agenda Item 10.a.20. – Request for New Minor in Addiction Studies

President Lisa Freeman presented agenda item 10.a.20.

Chair Dennis Barsema asked for a motion to approve the agenda item. Trustee Eric Wasowicz so moved, and Trustee Montel Gayles seconded.

The motion was approved.

Agenda Item 10.a.21. – Request for New Certificate of Undergraduate Study in Illinois Early Childhood Education (ECE) Credential Certificate – Levels 2-5

President Lisa Freeman presented agenda item 10.a.21.

Chair Dennis Barsema asked for a motion to approve the agenda item. Trustee Montel Gayles so moved, and Trustee Eric Wasowicz seconded.

The motion was approved.

Agenda Item 10.a.22. – Request for New Emphasis in Vision Rehabilitation Therapy within the B.S.Ed. in Special Education

President Lisa Freeman presented agenda item 10.a.22.

Chair Barsema called for a motion to approve agenda item 10.a.22. Trustee Rita Athas so moved, and Trustee Bob Pritchard seconded.

The motion was approved.

Agenda Item 10.a.23. – Request for New Emphasis in Special Populations within the B.S.Ed. in Special Education

President Lisa Freeman presented agenda item 10.a.23.

Chair Barsema asked for a motion to approve the agenda item. Trustee Montel Gayles so moved, and Trustee Veronica Herrero seconded.

The motion was approved.

Agenda Item 10.a.24. – Request for New Specializations in Behavior Analysis and in Assistive Technology Used by Persons with Visual Impairments within the M.S.Ed. in Special Education

President Lisa Freeman presented agenda item 10.a.24.

Chair Dennis Barsema requested a motion to approve the agenda item. Trustee Montel Gayles so moved, and Trustee Veronica Herrero seconded.

The motion was approved.

Agenda Item 10.a.26. – Request for New Certificate of Graduate Study in User Experience (UX) and Learning Analytics

President Lisa Freeman presented agenda item 10.a.26.

Chair Barsema asked for a motion to approve the agenda item. Trustee Veronica Herrero so moved, and Trustee Eric Wasowicz seconded.

The motion was approved.

Agenda Item 10.a.27. – Request for New Minor in Counseling

President Lisa Freeman presented the agenda item.

Chair Dennis Barsema asked for a motion to approve agenda item 10.a.27. Trustee Montel Gayles so moved, and Trustee Veronica Herrero seconded.

The motion was approved.

Agenda Item 10.a.28. – Request for New Specializations in Higher Education Administration and College Teaching within the Ed.D. in Higher Education

President Lisa Freeman presented agenda item 10.a.28.

Chair Dennis Barsema asked for a motion to approve the agenda item. Trustee Eric Wasowicz so moved, and Trustee Nathan Hays seconded.

The motion was approved.

Agenda Item 10.a.32. – Recommendations for Faculty Tenure and/or Promotion

President Lisa Freeman presented agenda item 10.a.32. She reminded the Trustees that the annual recommendation of faculty for tenure and/or promotion is an annual reason for celebration.

Chair Dennis Barsema asked for a motion to approve the agenda item. Trustee Bob Pritchard so moved, and Trustee Rita Athas seconded.

Chair Dennis Barsema said that after the Academic Affairs, Student Affairs and Personnel Committee met, additional administrative hires were confirmed, each carrying tenure privileges. The amendment contains the names of those hired at the rank of Professor with tenure.

Chair Barsema asked for a motion to approve the amendment. Trustee Montel Gayles so moved and Trustee Eric Wasowicz seconded.

The following were newly hired at the rank of professor with tenure: Provost M. Beth Fisher-Ingram, Daewoo Park in Management, Mansor Alom in Electrical Engineering, Andrew Glendening in Music, Yueh-Jaw Linn in Mechanical Engineering, and Teriq Shamim in Mechanical Engineering.

Chair Barsema congratulated the new hires and asked for a roll call vote on the amendment.

Roll Call Vote:

| | |
|-------------------------------|---------------------------------|
| Trustee Rita Athas: Yes | Trustee John Butler: Yes |
| Trustee Montel Gayles: Yes | Trustee Nathan Hays: Abstain |
| Trustee Veronica Herrero: Yes | Trustee Bob Pritchard: Yes |
| Vice Chair Eric Wasowicz: Yes | Board Chair Dennis Barsema: Yes |

The amendment was approved.

Chair Barsema said that a roll call vote was needed to approve amended item 10.a.32.

Roll Call Vote:

| | |
|-------------------------------|---------------------------------|
| Trustee Rita Athas: Yes | Trustee John Butler: Yes |
| Trustee Montel Gayles: Yes | Trustee Nathan Hays: Abstain |
| Trustee Veronica Herrero: Yes | Trustee Bob Pritchard: Yes |
| Vice Chair Eric Wasowicz: Yes | Board Chair Dennis Barsema: Yes |

The motion was approved.

Agenda Item 10.a.33. – Request for Authorization to Retain Executive Search Firms for the Appointment of Specific Dean Level Positions

President Lisa Freeman presented agenda item 10.a.33. Fiscal year 2020 searches may be initiated for deans and will definitely be initiated for the deans of the College of Law and the College of Liberal Arts and Sciences. Pursuant to the provisions of Public Act 97-0814 and the Northern Illinois University policy on the use of external search firms approved by the Board of Trustees on May 29, 2014, it is recommended that the Board authorize the president to retain such executive search services to assist with these searches with the provision that the president report such plans to the Board as practical. This request is being made as a result of the critical roles and functions that deans fulfill at the university. This combined with the further expansion of the dean role in fundraising and enrollment management, creates a justifiable need to use search firms for these positions per paragraph two of the university's policy, which is included in the Board packet.

Chair Dennis Barsema called for a motion to approve agenda item 10.a.33. Trustee Eric Wasowicz so moved, and Trustee Rita Athas seconded.

Trustee Bob Pritchard asked whether the cost of executive search firms is dependent on the position or simply a standard fee. President Freeman replied that NIU has used three different models to obtain executive search services. In one model, the search firm takes a percentage of the salary; the market salary for dean positions depends on the discipline. A second model uses flat rates for an a la carte menu of services. That's a model NIU has used with success in some searches and less success in others. The third model means acquiring professional services at an hourly rate under the procurement limit of \$100,000 and working with procurement to negotiate a contract that guarantees NIU will get the necessary services under the limit at the most affordable cost.

Each of these models has pros and cons. The model chosen will be individually determined based on the search firm and the dean under consideration.

The motion was approved.

Board Liaison Matt Streb interjected that as the president had indicated, about a third of NIU staff are not unionized, but the number of people that are benefiting from the salary increment approved today is substantially higher than that because of language in some of the negotiated contracts.

Chair Barsema asked for a motion to take a break and reconvene at 11:30. Trustee Bob Pritchard so moved, and Trustee Veronica Herrero seconded.

The motion passed and Chair Barsema announced that the Trustees would reconvene at 11:30.

Recessed at 11:21 AM.

Returned at 11:35 AM.

ITEMS DIRECTLY FROM THE PRESIDENT

Agenda Item 10.c.1. – Fiscal Year 2020 Internal Budget

President Lisa Freeman presented agenda item 10.c.1. The Fiscal Year 20 budget is a component of a multi-year budget strategy that will produce a structurally balanced university budget by Fiscal Year 24. Future fiscal year budgets will build upon the immediate actions identified through the Fiscal Year 20 budget process, creating a pathway that leads from controlled annual deficits to a balanced spending plan that incorporates mission critical values-driven investments. Annually, the university seeks Board of Trustees approval of the internal budget for the next fiscal year. The recommended budget presented today includes \$418.2 million in expenses against \$413 million in anticipated revenues including a state appropriation of \$87.8 million.

President Freeman recognized the Illinois General Assembly and Governor's Office and Staff for their bipartisan effort to give the university a 5% appropriated funding increase over last year's fiscal budget. She also commended the staff in Administration and Finance, who have been working tirelessly on the multi-year budgeting strategy that informs the Fiscal Year 20 budget. Finally, she recognized members across the university community who rallied around the ambitious and necessary goal of creating a multi-year budget strategy to get NIU on strong financial footing for the future without compromising NIU's commitment to academic excellence and students.

Chair Dennis Barsema asked for a motion to approve the agenda item. Trustee Eric Wasowicz so moved, and Trustee Montel Gayles seconded.

Chair Barsema echoed the sentiments of Dr. Freeman, thanking everyone who participated in the budget process, and for their achievement in narrowing the budget deficit from \$8 million in Fiscal Year 19 to \$5 million in Fiscal Year 20. Trustee Eric Wasowicz also applauded the Division of Administration and Finance, recognizing the heavy workload involved.

The motion was approved.

Agenda Item 10.c.2. – Fiscal Year 2020 Presidential Goals

President Lisa Freeman presented agenda item 10.c.2. The Presidential Employment Agreement requires the president and the Board of Trustees to finalize the president's annual goals and objectives on or before July 1st for the next one-year term of contract. There are five weighted categories that reflect the university's vision, mission, and values with enrollment weighted 25%; diversity, equity, and inclusion weighted 20%; research, artistry, innovation, and regional engagement weighted 20%; key leadership initiatives weighted 15%; and fiscal sustainability weighted 20%. The Presidential Goals and Objectives are consistent with the priorities of the Board as well as with key university strategies presented in the Strategic Enrollment Management

Plan, equity initiatives, research vision, and multi-year budgeting process. They reflect commitment to being innovative, proactive, data-informed, and values-driven.

Several of the Trustees said that they support President Freeman and that the Trustees will assist her in any way they can. Chair Barsema added that the fact the five categories of goals used last year are the same this year shows two things: there is still work to be done in those areas, and those are probably the critical areas of focus for the university.

The motion was approved.

Agenda Item 10.c.3. – Appointment of General Counsel

President Lisa Freeman presented agenda item 10.c.3. Following a national search, Bryan Perry will become NIU's General Counsel. Mr. Perry currently serves as General Counsel at Baltimore City Community College with a dual appointment in the Office of the President, serving as Chief of Staff. Prior to joining the community college in 2010, Mr. Perry served as Associate General Counsel at Morgan State University. He also serves as an Assistant Attorney General in the Maryland office where he was elected to serve as counsel to the Southern Maryland Higher Education Center. Mr. Perry earned his Bachelor of Science in Economics from Morgan State University and his Juris Doctorate from the University of Maryland School of Law.

Chair Barsema asked for a motion to approve the agenda item. Trustee Bob Pritchard so moved, and Trustee Rita Athas seconded.

Chair Barsema commented that he was part of the interview team and knew that that Mr. Perry was the choice for President Freeman. He has experience in every area of legal expertise that NIU needs and will be an asset to the university.

The motion was approved.

Chair Barsema welcomed General Counsel Perry and invited him to say a few words.

General Counsel Bryan Perry: "You know it's dangerous to give a lawyer a microphone, but also I know I'm one of the few items standing between you and lunch right now, so I'll try to be brief. I just want to say thank you to the Board of Trustees, to Dr. Freeman, to my colleagues on the leadership team, and to you all in the university community for welcoming me into the NIU family and making me feel at home from day one. I just want to say the second I stepped on campus, I could feel the energy, the passion and pride around NIU. I mean it's just powerful. And not just about the tradition and history of NIU, but also the future of where the university is going. Dr. Freeman, you are a visionary leader. I'm honored to be a part of your team and I'm excited to see where the university will go under your leadership. To Greg, to my OGC team I see sitting out there, I look forward to working with you and continue to make the OGC office the best on campus and continue to provide a valuable resource to the university and the talent and expertise to make good decisions and help advise all the senior leadership team. All I can say at this point is for those who have not yet had an opportunity to meet, education is everything to me. It is the greatest equalizer there is, no matter what you look like, what you have in your pocket, where you're from; it can put you on the path to greatness. At NIU that's what we do. We put students on the path to greatness. I can't think of any job I'd rather do than to be a higher ed lawyer. I think it's the greatest thing in the world. I love what I do. It's challenging work, but I embrace it; I love it; I'm passionate about it. I'm excited to get started. And the only other thing I could say is Go Huskies!"

Agenda Item 10.c.4. – Appointment of Interim Dean of the College of Law

President Lisa Freeman presented agenda item 10.c.4. A member of Northern Illinois University Law faculty since 2006, Professor Laurel Rigertas, has been appointed, pending Board approval, to serve as the Interim Dean of the College of Law. She currently teaches courses for professional responsibility, torts, advanced torts, and a mindfulness course for law students. She has served

multiple terms on the College of Law's Promotion and Tenure Committee, and since 2013 she served as the College of Law's representative on the University Council Personnel Committee. Prior to joining the university, Professor Rigertas practiced commercial litigation as a partner with Michael, Best and Friedrich in Chicago. She graduated magna cum laude from the University of Minnesota Law School, and she received her B.S. in Art from James Madison University.

Chair Dennis Barsema asked for a motion to approve agenda item 10.c.4. Trustee Montel Gayles so moved, and Trustee Veronica Herrero seconded.

The motion was approved.

Chair Barsema invited Interim Dean Rigertas to speak.

Interim Dean Rigertas: "I'll continue with the spirit of brevity. I just want to thank the Board and the president and the provost for giving me the opportunity to lead the Law School this year. It's been my home since 2006, so I'm excited to be at the helm this year while we do our permanent dean search. I'm also very grateful that you approved the cost of the executive search committee for the permanent dean search so that we can get that important position filled this year. I also just want to say you may be tired of the thanks, but I'm not tired of saying it yet, so I just wanted to thank your current interim dean, Mark Cordes, for all the work he's done leading the school the last four years and all of his work on the faculty the last 36 years. He's been a tremendous colleague, teacher, scholar and I've really appreciated his leadership these past few years and I just wanted to say thank you again."

Chair Barsema also thanked Interim Dean Mark Cordes for his service.

Agenda Item 10.c.5. – Fiscal Year 2020 Unrepresented Faculty Salary Increment Allocation Guidelines

Before introducing the agenda item, President Lisa Freeman also thanked Interim Dean Mark Cordes and wished him well.

President Freeman then presented agenda item 10.c.5. The Fiscal Year 20 increment guidelines incorporate a 3% across the Board salary increase and a 1% merit increase for eligible unrepresented faculty. This increase was recommended by the University Council Personnel Committee at its meeting on June 4, 2019. Faculty who are represented by a union or other legally recognized collective bargaining representative will receive a negotiated increment pursuant to the specific provisions of applicable existing collective bargaining or other future negotiated agreements.

Chair Dennis Barsema asked for a motion to approve agenda item 10.c.5. Trustee Rita Athas so moved, and Trustee Eric Wasowicz seconded.

Trustee John Butler wanted to check his understanding of the merit portion of this item. He asked whether it was correct that there is personnel process at the department level whereby the Faculty Personnel Committee does an annual evaluation of some kind and they score the faculty member's performance. Then that gets calculated to a merit increase of up to 1%. President Freeman replied that his understanding was correct.

The motion was approved.

Agenda Item 10.c.6. – Collective Bargaining Agreement – United Brotherhood of Carpenters and Joiners of America Local 790

President Lisa Freeman introduced agenda item 10.c.6. The Collective Bargaining Agreement has been tentatively approved, ratified by the Bargaining Unit, and is submitted today to the Board for approval. It is a five-year successor agreement effective July 1, 2019 through June 30, 2023. The terms and conditions of the agreement are consistent with university policies and guidelines.

Chair Dennis Barsema called for a motion to approve agenda item 10.c.6. Trustee Eric Wasowicz so moved, and Trustee Bob Pritchard seconded.

Chair Barsema noted that the items states “11” followed by “(seventeen)” union members are represented by this contract. After discussion, the Board decided that the approval covers the entire collective bargaining unit regardless of this discrepancy, so the vote could go forward. However, they asked for a correction in the future.

The motion was approved.

Agenda Item 10.c.7. – Media Buying Services

President Lisa Freeman presented agenda item 10.c.7. It is the first of two items that pertain to the university’s critical investment in enrollment management. President Freeman invited Vice President of Enrollment Management, Marketing and Communications Sol Jensen to provide more information.

Vice President Jensen spoke about the Strategic Enrollment Management Plan, marketing and advertising. One of the very first objectives of the plan is to increase financial investment in university marketing and advertising by Fiscal Year 2020. The university no longer wants to be a secret, and marketing is the way to stand out in the competitive market. The university must be intentional about establishing and sustaining a strong reputation and distinct brand identity in one of our country’s largest and most expensive media markets. This will require thoughtful strategy as well as a targeted investment of additional resources. NIU currently has a woman-owned vendor that focuses on promoting university events and generating greater awareness of the NIU brand. They also make recommendations based on data analytics, especially in digital marketing. Further, they help achieve cost savings. So Hambrick and Associates, the current partner, has estimated that they have saved NIU approximately \$72,000 over this past fiscal year alone, just by earning additional markets. NIU is truly starting to realize the vision from several years ago about having an Enrollment Management, Marketing and Communications Division that’s all together. Marketing is now in alignment with recruitment.

In 2016, the division began a search for a media buyer. The university invested a modest advertising budget to begin a stronger focus on improving enrollment. At the March 2017 Board of Trustees Meeting, the advertising agenda item was approved, which provided the university with expenditure authority for media buyer services, not to exceed \$2.5 million over the Fiscal Years 18 - 23. After a Request for Proposal process, Hambrick and Associates became NIU’s vendor. Advertising spending increased in Fiscal Year 18 and 19 through a combination of increased permanent funding as a result of program prioritization; shifting funding within the Division of Enrollment Management, Marketing and Communications based on internal prioritizations; and one-time funding in each year from the Provost’s Office, specifically earmarked to begin efforts to promote online academic programs. This effort has been transferred to Wiley Educational Services.

In addition to online academic program campaigns, there is focus on three overarching campaigns: academic programs; open house attendance; and advertising to out-of-state populations. So, in preparation for Fiscal Year 20 and beyond, the focus is on fulfilling the initiatives that are covered within the Strategic Enrollment Management Plan. Therefore, although the contract still has a few years remaining, the annual spending on media purchasing has increased. Since the last Board item was approved, the approved expenditure threshold will be reached at the end of Fiscal Year 19; the end of this month.

Because of the increased marketing investment and the need for a new contract, a new Request for Proposal is being prepared and will be advertised on the Illinois Procurement Bulletin later this summer. Enrollment Management, Marketing, and Communications expects to award a vendor during Fiscal Year 20 for future years, at which time Enrollment Management, Marketing, and

Communications will provide an update to the Board and seek additional expenditure authority for a new media purchase and contract. It is important to note how closely the team can monitor, track, and evaluate how things have been going.

So far marketing is showing great results, but there is learning associated with each campaign. Enrollment Management, Marketing, and Communications constantly measures website traffic and costs. Spending needs to increase for things that are working well and be reduced or eliminated for things that underperform. Vice President Jensen is accountable for the marketing results and for the strategic allocation of the funding that goes towards the initiatives within the Strategic Enrollment Management Plan and how the initiatives are accomplished.

In order to meet the objectives of the Strategic Enrollment Management Plan, NIU brand presence must be strengthened in a very crowded, expensive marketplace; that presence needs to be in place throughout the year. NIU currently has limited visibility in the market. All that current spending provides is six weeks in the out-of-state market and fifteen weeks in the in-state market per year. To be able to continue to have the flexibility to introduce additional campaigns or new markets or audiences, more money must be spent. As Vice President Sarah McGill mentioned earlier in her budget statements, this would be in alignment with the multi-year strategic planning for the budget, and so this is all accounted for as one of those priorities the president mentioned.

Chair Dennis Barsema asked for a motion to approve item 10.c.7. Trustee Rita Athas so moved, and Trustee Veronica Herrero seconded.

Trustee Montel Gayles said he knows that one objective is to increase the number of Latinx students at the university and asked whether that is a special campaign or embedded in this effort. Vice President Jensen said that it is embedded in this proposal. Over the past year, directives aimed at Latinx students and parents have launched, and will continue.

Trustee Wasowicz asked how spending on NIU marketing compares to our competitors. Vice President Jensen replied that it is very challenging make direct comparisons. The University of Illinois system uses a vendor and has a six-year, \$7.5 million per year contract. In the Chicago metro area, NIU ranks 20th of all institutions in marketing through traditional media, using about one fourth of NIU's total budget.

The motion was approved.

Agenda Item 10.c.8. – Financial Aid Leveraging

President Lisa Freeman presented item 10.c.8. NIU has worked with an external consulting firm, Ruffalo Noel Levitz, for financial aid leveraging services since 2017. The existing contract will expire on June 30th this year and NIU expects to select a vendor shortly through a competitive Request for Proposal process. This covers Fiscal Year 20 - 29 and will not exceed \$865,000. The nine-year period includes nine one-year renewal options.

Chair Dennis Barsema requested a motion to approve the agenda item. Trustee Veronica Herrero so moved, and Trustee Rita Athas seconded.

Trustee Montel Gayles asked whether the Request for Proposal process has a Minority Business Enterprise/Women Business Enterprise percentage participation. Vice President Sarah McGill said that as part of the Request for Proposal process, and aligned with state procurement aspirational goals, there is a part of the Request for Proposal that asks potential vendors to report whether they would work with any subcontractors or other vendors that would allow them to meet the 20% goal.

The motion was approved.

Agenda Item 10.c.9. – Proposed Amendments to Board Regulations Related to Educational Benefits of Faculty and Staff

President Lisa Freeman presented agenda item 10.c.9. This is an example of meaningful shared governance, in which concerns were brought forward by the councils through their members of the University Advisory Council to administration and now to the Board of Trustees. The proposed amendments clarify things that were somewhat contradictory in Board regulations and that limited employee opportunities. Differential tuition will be covered by the employer and annual limits on credits taken by employees will be imposed, with no limits per semester. NIU wants employees to be able to develop professionally and advance. There will be no harm to the university, but many benefits to employees.

Chair Dennis Barsema asked for a motion to approve agenda item 10.c.9. Trustee Montel Gayles so moved, and Trustee Rita Athas seconded.

Trustee Bob Pritchard noted that President Freeman mentioned that this was a no harm to the university and asked whether the waived fees have a cost to the university. President Freeman stated that the overall costs of covering differential tuition are negligible in the context of the university’s budget and pale in comparison with the benefit to the university in being able to advance and retain talented employees. Comparing the cost of the additional tuition coverage to the transaction costs and training costs related to onboarding new employees for a position is also negligible, so there is no harm and in fact great benefit to the university.

Trustee Pritchard said he was not raising questions about the general nature of this program but thought that there were some costs that were not being covered and that is why the amendments are coming forward.

Chair Barsema asked for a roll call vote.

Roll Call Vote:

| | |
|-------------------------------|---------------------------------|
| Trustee Rita Athas: Yes | Trustee John Butler: Yes |
| Trustee Montel Gayles: Yes | Trustee Nathan Hays: Yes |
| Trustee Veronica Herrero: Yes | Trustee Bob Pritchard: Yes |
| Vice Chair Eric Wasowicz: Yes | Board Chair Dennis Barsema: Yes |

The motion was approved.

Agenda Item 10.c.10. – Request for New Certificate of Graduate Study in Advanced Study in Accountancy

President Lisa Freeman presented agenda item 10.c.10. It is unusual for a certificate request to come forward directly from the president, but through an administrative oversight, this was omitted from the last Academic Affairs, Student Affairs, and Personnel agenda. To ensure that students in the college are not negatively impacted by this mistake, the Board has agreed to hear this today. This is a certificate designed for graduate level students who want to advance their skills beyond the bachelor’s degree or in preparation for certification exam in accountancy.

Chair Dennis Barsema asked for a motion to approve agenda item 10.c.10. Trustee Eric Wasowicz so moved, and Trustee Montel Gayles seconded.

The motion was approved.

Agenda Item 10.c.11. – University Council Amendment to the Northern Illinois University Constitution Article 6.5.

President Lisa Freeman presented agenda item 10.c.11., an information item. This item removes outdated and confusing language from the Northern Illinois University Constitution, language that applies to the President’s Staff.

Agenda Item 10.c.12. – Student Conduct Policy and Procedure Review

President Lisa Freeman introduced agenda item 10.c.12. She asked Associate Vice President for Student Affairs and Dean of Students Kelly Wesener-Michael to make the presentation on NIU's Student Conduct Policy and Procedure Review.

Associate Vice President Wesener-Michael began by stating that feedback was received last year regarding the student conduct process and this review is in response to that. She noted the goals of the student conduct process are educating students as they evolve, learn, grow, and develop character on the campus; deescalating behaviors and concerns in our community; addressing health, safety, and behavioral issues that might cause harm; and being a good community member. In the feedback, students noted that NIU is a student-centered organization and needs to hear what they are saying about the process to understand what they needed and what could be improved. The feedback indicated the process should be clearly articulated and easily understood, while promoting growth and healing; be timely and equitable; and be respectful of student rights and choices.

Acting Provost Chris McCord charged Associate Vice President Wesener-Michael to bring together a review committee. The existing Student Conduct Advisory Board, along with additional student representatives and representatives from Public Safety; Housing; Academic Diversity, Equity, and Inclusion; Ombudsperson; General Counsel; and Alumni made up the committee.

In the fall of 2018, a working group was convened and charged with the review. They worked that fall and drafted recommendations in the spring of 2019. A content expert reviewed the recommendations. The recommendations were also presented to students for feedback. Student feedback agreed that the changes made this past semester were positive and made suggestions for enhancements moving forward. The recommendations were submitted and accepted for approval this spring with full implementation in the fall. The recommendations confirmed the procedures are sound, based on legal precedent, and consistent with professional standards due to extensive literature review and best practices benchmarking by the review committee.

Associate Vice President Wesener-Michael highlighted the changes that make the process more clearly articulated and easily understood. Previously, students were given a general phone number to contact a conduct process advisor. Now, students are provided with the name and contact information for two specific staff members. They also receive text reminders for appointments with the advisors. Additionally, the Off-Campus Social Event Policy was clarified. Online training for the social event policy was implemented with 75% of a student organization required to complete the training module before holding an off-campus event. Better communication at the beginning of the academic year through emails to all student organizations explaining expectations for being a student organization, along with additional communication to those with a conduct history, resulted in student organization violations going from 72 the previous year to 27 this year. If there is a student organization headed in the wrong direction, proactive approaches are taken. The final update in the conduct process is a website that is being created to help students throughout the process.

Restorative justice practices were tested this past year with two fraternities with escalating behaviors. Members and advisors participated in peace circles with great compliments on this restorative justice practice in place of the traditional conduct process. Skidmore College, a top research institute in restorative justice, will be conducting training with conduct officers and selected student-focused areas of campus. Changing the language in the process to recommended outcomes instead of minimum sanctions helps to promote student moral development and critical thinking. These changes will be more widely seen in the process beginning in the fall. The conversation between the student and the conduct officer is a conversation and not a hearing. A

rapport with the student is established by asking well-being questions before going into the questioning of the incident.

Students asked to have choices in the conduct process, so the choice of a Hearing Board or a Hearing Officer is now offered. The release of conduct records is now clearly stated. The use of social media information and technology devices in the process is now stated upfront with students. The students' rights to divulging information is also clearly stated during the process. If more than one violation occurs, an attempt to have two separate conversations is made. If the conversation takes place and more than one violation is to be addressed for efficiency, the students are made aware of this. The \$25 user fee has been removed. The review of decisions is now a central review process. No appeals are heard through the conduct office, so concerns of bias or conflicts of interest are negated. The recommendation also includes the proposal of an additional staff member to help speed up the interview process, work on prevention practices, and work with restorative justice practices.

Trustee Montel Gayles asked how a student that is exhibiting disturbing behavior but is not violating any conduct rules is handled. Associate Vice President Wesener-Michael responded that weekly meetings are held to address students of concern. An incident report can be submitted talking about concerning behaviors as well as bias behavior. The team can determine the best way to support the reported student. Trustee Gayles continued by asking about wellness checks and whether the students are seen in person. Associate Vice President Wesener-Michael said a team meets to determine the way to intervene that best meets the needs of the student. They utilize existing relationships to assess the student's well-being and ensure the campus community is secure. The procedures developed with Virginia Tech for crisis management are utilized for this. President Freeman added that encouraging students to speak up about their fellow students if they sense a change in behavior has also helped in these situations. Associate Vice President Wesener-Michael noted that the compassion for students makes NIU feel like a smaller institution. This helps in the student conduct process.

Trustee John Butler complimented Associate Vice President Wesener-Michael on the presentation and the changes in the process. He asked who appoints the Student Conduct Advisory Board and who appointed the additional representatives. She said the Board goes through the University Council committee appointment process. Working with the provost, key constituent groups that have a vested interest in the process are identified to have a representative. Trustee Butler asked whether any of the working group members were appointed by the student government. She responded that a number of student representatives were in the group. They were added to the group based on conversations between the provost and herself. Trustee Butler asked if there was vetting or endorsement of the change in process by the student government. She noted that once the recommendations were completed, they were brought to the students for feedback with their additional pieces added into the recommendation. Trustee Butler continued, asking if the bundling of violations that has occurred in the past and come to the attention of the Board has been addressed. She noted each situation that occurs is handled as a separate conduct case. She said that if the instances occur too closely together, it takes away the educational intervention opportunity for the organization. The department has worked particularly with Greek Life in preventing conduct issues. Trustee Butler expressed his concern over the use of the word process vs. hearing, along with the social media personal technology practices. Complaints are brought to the Trustees, and he wants to know the students are aware of the potential consequences of their disclosure. Knowing the consequences could be as severe as expulsion may lead the students to seek help from advisors, parents, and even an attorney during the process. His concern with social media is tied to how personal phones are used and the potential to see things on the student's phone that has no tie to the subject matter. He said the students should be made fully aware of these things during the process. Associate Vice President Wesener-Michael said that throughout the process, it is made clear to the students they have choices in answering questions, providing evidence, etc. The

department has looked at how other institutions do this as well. She addressed Trustee Butler's concern of support for students by noting each student in the conduct process is provided contact information for two specific advisors. Trustee Butler asked who the advisors are. Associate Vice President Wesener-Michael said they are staff on campus educated in the process, and their job is to help the students make the best choices during the conduct process investigation. Trustee Butler noted he is not against the process but wanted to address some of the concerns that have come to him in the past. Associate Vice President Wesener-Michael said that the process will continue to support students in their learning.

Trustee Eric Wasowicz asked whether it was mainly Greeks that go through the process. Associate Vice President Wesener-Michael said that student organization are handled a bit differently than individual students, and the process applies to all student organizations, not just Greeks, though most of the cases involve fraternity organizations. Trustee Wasowicz asked Trustee Nathan Hays to weigh in on the changes in the process.

Trustee Hays thanked Associate Vice President Wesener-Michael for all the work her office did for this, noting that the relationship between her office and the students has gotten better through these new implementations for the conduct process. The reason for this is open communication and collaboration. He encouraged Associate Vice President Wesener-Michael to continue the open communication and collaboration, since organizations have a high rate of turnover in their leadership and membership.

Chair Barsema asked for clarification on the dramatic drop in violations. Associate Vice President Wesener-Michael said a few things went into this. The previous year had had a higher than usual number of instances, relationships were built, and Fraternity/Sorority Life was established, allowing a place for students to go and allowing for more proactive work before violations occurred. Chair Dennis Barsema was concerned that violations were reclassified, and she answered that the approach to violations remains the same, but the proactive work has gotten ahead of it.

Trustee Veronica Herrero asked who oversees the appeal process and how are they selected. Associate Vice President Wesener-Michael said they are appointed by her office and are upper level staff at the university. To ensure a neutral decision, staff from the area in which the student is being investigated are not hearing the appeal. Trustee Herrero asked if students could be brought into the appeals process. Associate Vice President Wesener-Michael said staff are looking into piloting students in a review of the Greek Life process. Chair Barsema encouraged her to continue to be proactive and engage students when possible and thanked her for her presentation.

11. CHAIR'S REPORT NO. 91

Agenda Item 11.a. – Fiscal Year 2020 Election of Board Officers and Civil Service Representative

Chair Dennis Barsema introduced agenda item 11.a.

Acting General Counsel Greg Brady informed the Trustees of the procedure. First, the Chair shall provide an opportunity for members to make public expressions of interest, vision or acknowledgements, or willingness to serve as elected officers. Next, Acting Counsel Brady will provide ballots for each office consisting of all eligible members for that office and collect them. A majority of the Board must approve any office, so voting is done one office at a time. The recording secretary and the general counsel will count the votes for each successive office. The general counsel will inform the chair of the results of each vote for announcement. The order of voting will be chair, vice-chair, secretary, fourth member and civil service board member.

Trustee John Butler explained that there could be formal nomination steps taken as well, but that is not the historical way that NIU Board of Trustees elections have been conducted. If anyone thinks this process needed to change, then the Board should discuss that.

Acting General Counsel Brady shared that, for historical purposes, the Board should understand that Northern Illinois University law says that the chair and secretary positions will be elected by secret vote. Then the Attorney General's office issued a binding opinion some years ago for a different entity, indicating that officer elections must be public. To accommodate both authorities, the ballots for chair and secretary will not have voters' names on them, but the ballots for the other positions will, so that there will be a record of each vote. That is the historical component that has led to the current way of electing officers.

Chair Barsema asked anybody who has a statement of interest or a statement of perspective or concern on any of the positions to raise them.

Trustee Eric Wasowicz said that he believed Chair Barsema still wanted to be the chair. Chair Barsema responded that he has been honored to serve as the interim chair since Trustee Coleman left the Board in January and would be honored to continue to serve as chair.

Acting General Counsel Brady directed the Trustees to vote for the chair. By the university's bylaws the student trustee is not eligible for the chair position.

Chief of Staff Matt Streb commented during the ballot process that there are 11 members of the Carpenters and Joiners union.

Chair Barsema said during the voting tabulation that he wanted to officially welcome Provost Ingram to NIU.

Chair Barsema announced that he had been re-elected as chair.

Acting General Counsel Brady said that next would be the vote for vice chair. He noted that the chair cannot also serve as the vice chair and instructed the Trustees not to vote for Dennis Barsema for vice chair. Also, under the university's bylaws, the student trustee cannot fill the position.

Chair Barsema announced that the vice chair for Fiscal Year 20 is Trustee Wasowicz. He said the next vote would be for secretary. Acting General Counsel Brady gave three pieces of information, first that the student trustee is eligible for this position. Second, according to the bylaws of the Board, a trustee cannot serve two consecutive terms as secretary. Therefore, Trustee Butler is not eligible. Finally, Chair Barsema and Vice Chair Wasowicz cannot fill the role either.

Chair Barsema announced that the secretary for Fiscal Year 20 is Trustee Pritchard.

Acting General Counsel Brady instructed the Board to vote for the fourth member of the Executive Committee. Again, none of the Trustees who have already filled positions may be elected to this position. For clarity, John Butler is eligible for this position.

Chair Barsema announced that for Fiscal Year 20, the fourth member of the Executive Committee is Montel Gayles.

Acting General Counsel Brady directed the Board to elect the member who will represent the university's Civil Service Merit Board and serve as the fifth member of the Executive Committee. Every Trustee is eligible for the Civil Service Merit Board position.

Chair Barsema announced that for Fiscal Year 20, the Civil Service Merit Board member is Trustee John Butler. That completed the officer elections for Fiscal Year 20.

Agenda Item 11.b. – Resolution Honoring Student Trustee Nathan Hays for Distinguished Service to the Northern Illinois University Board of Trustees

Chair Dennis Barsema introduced agenda item 11.b. He stated that he has known Nathan about a year and a half, meeting him before he became the student trustee. Nathan continued the tradition of the previous student trustee but found a way to set the bar even higher. Nathan has left the student trustee position better than he found it.

Trustee John Butler: “This is a resolution for Nathan Hays for distinguished service to the Board of Trustees of Northern Illinois University.

Whereas Nathan Hays has faithfully served as a student member of the Northern Illinois University Board of Trustees from July 1, 2018 through June 30, 2019; and

Whereas prior to his appointment as student trustee, Nathan Hays has been active on a variety of committees representing students and working to improve student life including the campus activity Boards, athletic committee and educational leadership committee, and has served as the elected trustee of the NIU Student Association; and

Whereas as a member of the Board of Trustees, Nathan Hays has contributed valuable insight and information regarding the student perspective, serving as a member of the Academic Affairs, Student Affairs and Personnel Committee; the Finance, Audit, Compliance, Facilities and Operations Committee; and the Research and Innovation, Legal and Legislative Affairs Committee; and

Whereas Nathan Hays is also a proud member of the Sigma Nu Fraternity, and has served that organization as both its treasurer and president; and

Whereas during his experience as a student at Northern Illinois University, Nathan Hays completed a Bachelor of Science in Mathematics with an emphasis in Probability and Statistics, and a Bachelor of Science in Economics with an emphasis in Financial Economics; and

Whereas we as his colleagues on the Board of Trustees want to express our appreciation for Nathan’s service to the NIU students and community and congratulate him on his achievement of his undergraduate degrees and wish him continued success in his professional career.

Now, therefore, be it resolved that the Board of Trustees of Northern Illinois University, in formal meeting herein assembled, extend its grateful appreciation to Nathan Hays for his distinguished service to Northern Illinois University.

Be it further resolved that this resolution be presented to Nathan Hays and a copy of this document be placed in the official files of the Board of Trustees as part of the permanent record of the university and the great State of Illinois, and as a lasting tribute to the accomplishments of Nathan Hays.

Adopted in a meeting assembled this thirteenth day of June 2019, the Board of Trustees of Northern Illinois University.”

Trustee Butler moved to adopt this resolution, and Trustee Montel Gayles seconded.

Several Trustees congratulated Nathan and wished him good luck.

The resolution was adopted.

Trustee Hays: “Thank you everyone. I just want to first start off by thanking the current and the former Board members that I had the privilege to serve with this past year. The continuous support from each and every one of you has made serving in this position one of the best experiences not only in my time here at NIU, but also just in growing up. I’ve learned so much from all of you and I will definitely cherish these memories. In addition to the Board members, I would like to extend my gratitude to President Freeman. I had a very unique opportunity in the fact that most student trustees don’t get the opportunity to do in that I was a part of the selection of President Freeman. While this was at the beginning of my term, a lot of information, and a couple of really long meetings, it was by far the most rewarding part of this entire experience. Just being able to go through that entire process and select someone as distinguished and a leader that President Freeman is, is a true honor. So, thank you for allowing me to work with you and your staff this past year and I look forward to seeing what you guys do with this University. I remember standing

up here last year about the same time right when I got sworn in and although it had just been a year, I feel like I have grown and been able to change in so many ways since then. A position like this forces you to step out of your comfort zone and I had to be sure that the student body's thoughts and concerns were always heard and that the decisions we made on the Board were always in their best interest. This is a role I never pictured myself having coming into college and to be honest, a role that I didn't even think I wanted coming into college. But looking back through this past year and the experiences that I've been able to go through and the people that I've been able to meet, it is very clear that I contribute so much of my growth and maturity as a leader, a learner, and just a person to this position. Being able to serve on this Board has given me a different appreciation for this university. As a student it's hard to understand really how much goes in each and every day to make this university function, and to be able to give all the students that are enrolled here the tremendous experience that we get. So, being able to even have a small part in that process is something that I'll never forget. NIU has given me so many opportunities that I never imagined I would be granted. And my gratitude for this university is really hard to put into words, but if there's one thing that I can say with absolute certainty, it is that I'm truly proud to call myself a Huskie. Thank you."

Agenda Item 11.c. – Resolution Honoring Acting Vice President and General Counsel Gregory Brady for Distinguished Service to the Northern Illinois University Board of Trustees

Chair Dennis Barsema introduced agenda item 11.c. Mr. Brady stepped into this role as the Acting General Counsel over two years ago, during a fairly tumultuous time in the history of the university. Mr. Brady provided calm and intelligent guidance to the Trustees. Mr. Brady has done a tremendous job as acting general counsel.

Trustee John Butler: "This is a resolution honoring Acting Vice President and General Counsel Gregory Brady for distinguished service to the Northern Illinois University Board of Trustees.

Whereas Gregory A. Brady has faithfully served as Acting Vice President and General Counsel to Northern Illinois University since December 2016; and

Whereas while serving as Acting Vice President and General Counsel Gregory A. Brady has also served the university in the roles of Parliamentarian for the Board of Trustees of Northern Illinois University and as Board Liaison to the Compliance, Audit, Risk Management and Legal Affairs Committee and the Ad Hoc Committee on Governance; and

Whereas since coming to Northern Illinois University in 2002, Gregory A. Brady previously served as Deputy General Counsel, University Counsel, Associate University Counsel, Assistant University Counsel, and Assistant to the Corporation Counsel; and

Whereas Gregory A. Brady has been recognized for his service to the university with the Supportive Professional Staff Certificate of Recognition in 2004, 2010 and 2017 and the Supportive Professional Staff Award for Advocacy in 2014; and

Whereas Gregory A. Brady is a former mentor for the NIU College of Law, current participant in the Political Science Mentorship Program, and current member of the advisory committee for the Department of Political Science, having received the Department of Political Science Daniel Witt Service Award in 2019; and

Whereas Gregory A. Brady has provided counsel to the university during the most recent presidential search process as well as the appointment of the president and the transition of certain Board members and members of senior leadership; and

Whereas Gregory A. Brady has leveraged the Office of General Counsel's resources in an efficient manner to provide a vast scope of high-quality legal services including overseeing the roll out of the Office of General Counsel's online process for contract review requests; and

Whereas through his participation with the National Association of College and University Attorneys and the DeKalb County Bar Association, Gregory A. Brady has strengthened Northern Illinois University's local, state, and national standing; and

Whereas under his guidance and through the Office of General Counsel, Gregory A. Brady has been actively engaged and part of the learning community on campus to provide interns from NIU's College of Law and the Department of Political Science the opportunity to gain valuable, hands-on working experience.

Now, therefore, be it resolved that the Board of Trustees of Northern Illinois University in formal meeting herein assembled extend its grateful appreciation to Gregory A. Brady for his distinguished service as Acting General Counsel to Northern Illinois University.

Be it further resolved that this resolution be presented to Gregory A. Brady and a copy of this document be placed in the official files of the Board of Trustees as part of the permanent record of the university and the great State of Illinois and as a lasting tribute to the accomplishments of Gregory A. Brady. Adopted in a meeting assembled this thirteenth day of June 2019, the Board of Trustees of Northern Illinois University.

Trustee Butler motioned to accept the resolution, and Trustee Nathan Hays seconded.

Several Trustees expressed their personal thanks to Acting General Counsel Brady.

The resolution passed.

Acting General Counsel Brady: "Very quickly, thank you so much. This was a surprise and it's truly appreciated. It's an honor to serve the Board and the university and that can't be done alone. The Office of General Counsel has a tremendous staff who is diligent and always working for this university and this job cannot be done without them, so I thank them and we are really excited about Bryan's hire and we are ready to work with you to offer the services that the Office of General Counsel can provide. So, thank you again."

12. OTHER MATTERS

No other matters were discussed.

13. NEXT MEETING DATE

The next regularly scheduled meeting of the Board of Trustees will be held September 12, 2019.

14. CLOSED SESSION

Chair Dennis Barsema asked for a motion to close the public meeting to conduct an executive session to discuss the following subjects authorized by the Illinois Open Meetings Act, as amended: Personnel Matters as generally described under Sections 2(c)(1)(2)(3) and (21); Collective Bargaining Matters as generally described under Section 2(c)(2); Litigation and Risk Management Matters as generally described under Sections 2(c)(11) and (12); Closed Session Minutes Matters as generally described under Section 2(c)(21) of the Open Meetings Act.

Trustee Montel Gayles so moved and Trustee Eric Wasowicz seconded. A roll call vote of the Trustees to recess to Closed Session was as follows:

Roll Call Vote:

Trustee Rita Athas: Yes

Trustee Montel Gayles: Yes

Trustee Veronica Herrero: Yes

Vice Chair Eric Wasowicz: Yes

Trustee John Butler: Yes

Trustee Nathan Hays: Yes

Trustee Bob Pritchard: Yes

Board Chair Dennis Barsema: Yes

The meeting is now closed and will re-open at the conclusion of the closed session. The Board adjourned for closed session at 1:46 p.m.

Reconvene Meeting:

The meeting reconvened at 4:30 p.m. Chair Barsema asked for a roll call. Trustees present were Rita Athas, John Butler, Montel Gayles, Nathan Hays, Veronica Herrero, Bob Pritchard, Vice Chair Eric Wasowicz, and Board Chair Dennis Barsema.

15. ADJOURNMENT

Chair Dennis Barsema asked for a motion to adjourn. Trustee Montel Gayles so moved and Trustee Rita Athas seconded. The motion was approved. Meeting adjourned at 4:31 p.m.

Respectfully submitted,

Karen Campbell/Chelsea Duis

Recording Secretary

In compliance with Illinois Open Meetings Act 5 ILCS 120/1, et seq, a verbatim record of all Northern Illinois University Board of Trustees meetings is maintained by the Board Recording Secretary and is available for review upon request. The minutes contained herein represent a true and accurate summary of the Board proceedings.

Minutes of the
NIU Board of Trustees of Northern Illinois University
Special Meeting
August 14, 2019

1. CALL TO ORDER AND ROLL CALL

The meeting was called to order at 1:08 p.m. by Board Chair Dennis Barsema in the Board of Trustees Room, 315 Altgeld Hall. Recording Secretary Karen Campbell conducted a roll call. Members present were Rita Athas, Montel Gayles, Veronica Herrero, Madalynn Mershon, Bob Pritchard, Vice Chair Eric Wasowicz, and Board Chair Dennis Barsema.

Also present: President Lisa Freeman; General Counsel Bryan Perry; Board Liaison Matt Streb; Vice President for Administration and Finance Sarah McGill; and University Advisory Council (UAC) Representatives Cathy Doederlein, Kendall Thu, Janson Hanna, and Jeffry Royce.

2. VERIFICATION OF QUORUM AND APPROPRIATE NOTICE OF PUBLIC MEETING

General Counsel Bryan Perry indicated the appropriate notification of the meeting has been provided pursuant to the Illinois Open Meetings Act. Mr. Perry also advised that a quorum was present.

3. MEETING AGENDA APPROVAL

Chair Dennis Barsema asked for a motion to approve the meeting agenda. Trustee Bob Pritchard so moved, and Trustee Rita Athas seconded. The motion was approved.

4. CHAIR'S COMMENTS/ANNOUNCEMENTS

Chair Dennis Barsema noted that Trustee John Butler was on the phone and not physically present at the meeting. Chair Barsema asked for a motion to approve Trustee Butler to have the ability to speak in the meeting on the phone. Trustee Montel Gayles so moved, and Trustee Veronica Herrero seconded.

The motion was approved.

Chair Barsema welcomed members of the University Advisory Council, noting that UAC Representative Kendall Thu had been newly installed as the Faculty Senate President.

Faculty Senate President Thu welcomed the new trustees, and Student Association Leader Ian Pearson. Faculty Senate and University Counsel are NIU's primary shared governance bodies. Faculty Senate President Thu said that as part of his assuming his role effective July 1st, he has been trying to get the pulse of the campus and spending time reading the constitution, the bylaws, and the academic procedures and policy manual. Further, he has had conversations with his counterpart at sister institutions in Illinois to understand shared governance.

Faculty Senate President Thu learned that students, staff, and faculty have a guarded optimism about NIU, and that morale is better than it was three to four years ago. There is broad support for President Freeman, and he looks forward to advancing President Freeman's vision in the months to come.

UAC Representative Jeffry Royce said that he felt humbled and honored to have been selected to represent the Operating Staff as their president this year. He served as vice president last year and plans to represent the Operating Staff to the best his ability. He stated that shared governance is both the most rewarding and the most frustrating experience in 12 years at NIU. He continued that

he had the opportunity to meet with several members of senior leadership to address topics both pleasant and difficult, and every time he walked away with a sense of confidence that staff opinions and thoughts were taken seriously. He looks forward to further expanding Operating Staff Council's collaboration with campus administration this year.

5. PUBLIC COMMENT

Chair Dennis Barsema asked if any timely requests had been received for public comment. General Counsel Bryan Perry called forward James Krause and noted that speakers should limit their comments to about 5 minutes.

James Krause: "I'll try and do my best to do that. Good morning, everyone. My name is James Krause. I'm entering my third year here at NIU, all of which I have been a journalism major. I currently work as a sportswriter at the Northern Star, and I also spent last year starting work for the Northern Television Center. That's what my comments are going to be on today; the closing of the Northern Television Center building and the future of the journalism program at NIU. Thirty percent of college students drop out after their first year and in spring of 2018 that's where I was standing and looking at. I have failed half the classes I took my freshmen year. I was often isolated in my dorm room away from family and friends. I was unhappy with my academic standing and my standing in journalism which had long been my passion. Last year, I started working with the Northern Television Center sports program, Top Shelf Sports, which is not at all associated with any classes. It's individuals who are passionate about sports media. And that's where my passion for journalism creating content, telling stories, and informing the general public was reinvigorated and made stronger than ever. Through my time working and the NTC with General Manager Beni Enas and recent graduates like Eddie Garcia, Konstanze Fowler, Coby Price, Matteo Ovula and many others, I found myself as part of a team that was dedicated towards giving students a voice, giving light to the truth and giving students like myself a chance to try things they wouldn't have tried otherwise. In June, after seeing ten of my colleagues graduate the month prior, I learned through a Facebook post by an alumni that the NTC building was being closed under the behest of the Communications Department Chair, Mehdi Semati. This was revealed to our General Manager Enas after she was told that she would be released from her contract at the end of the academic year if she didn't find a job prior to that point. And I'm happy to say that she has found a job at Geneva High School. NIU spokesperson Joe King, a man who I've had the pleasure of working with on many occasions said in his statement to WREX in Rockford on behalf of the university 'The change is a part of a broader effort by the faculty to reenergize the program with an eye towards increasing the focus on preparing students for the modern media world.' The equipment at the Northern Television Center in part given to us by Enas is being moved from the NTC studios to Watson Hall Studios. It's a studio I personally have never been in before. And upon hearing it and upon efforts rather to tour the studio earlier this summer, I was informed that the studio was closed over the summer and that equipment wouldn't be moved there until the start of the fall semester. The word of those who have worked there, and images published earlier this summer by the Northern Star are my current reference point. And even with those there's no idea amongst even Enas and people who have worked for a long time in broadcasting, if broadcast will be possible from there. This leads to the first exception many alumni and students took with this issue and that's the lack of formal word from the school and the department. With the exception of Enas and the Dean of the College of Liberal Arts and Sciences Judy Ledgerwood, both of whom I'd like to thank for being open to discussing this issue with myself and others over the past several weeks and months, the only way we've heard public comment from the university on the matter is fittingly enough through local TV and print media outlets. Some of the reasons given for the closure of the NTC building would be valid concerns if not brought up after the fact by the department and the university. For one, attendance in the classes designated for NTC of which there are currently only two, are down. This is a result of many factors, enrollment at NIU like many Illinois public universities, has dropped 5.5% from spring 2018 to spring 2019. Enrollment

in Journalism across many public universities has seen a drop as well. One detail that has been left out of articles published and discussed is changes to the curriculum. In 2015 Journalism 356 became a prerequisite to Journalism 354 meaning that both couldn't be taken at the same time and as a result, Journalism 355 saw a major depletion in the number of those available and skilled enough to produce broadcasts, also went down. Enas arrived in 2015 when the changes were implemented, got the curriculum changed back in 2017, and will take effect this year and this is with 18 of 20 students who previously took the Journalism 356 class taking the Journalism 354 class. Another concern was supporting NTC financially with another set of factors. Fiscal Year 2015 saw the College of Liberal Arts and Sciences budget at \$3.1 million and in Fiscal Year 2019 it was \$1.9 million. Yet despite this, expenses at the Northern Television Center doubled from \$28,000 in fiscal year 2016 to \$62,000 in Fiscal Year 2019. In part, this is due to new lighting fixtures that required more power when broadcasting. Also, in part, university IT recommended keeping on dozens of computers in the television center running at all times to deter potential brownouts or losses of power. Enas herself never experienced a brownout at NTC over her two years there. Only issues with equipment used for the broadcasts. She was also never approached about the issues related to expenses or electricity or maintenance at NTC until her notice. Enas was the only full-time member of the staff at NTC with one part-time teacher returning this year, one part-time teacher last year leaving midway through the year and two graduate assistants of which Konstanze Fowler is one. If the problems at NTC is about cost effectiveness, there are many solutions to the issues that I hope have been brought up to this point. And if I would be the first person to present those to this group or to the communications department, that terrifies me that there hasn't been an effort to at least find some sort of solution outside of cutting the program. The future of the program will be determined over the next couple months. Not of course before the plug was pulled on the NTC building, alienating students and alumni who have been through the program. There's not a ton of alumni here today. It's actually only the three students. And that is because a lot of them are working thanks in part to the experience they've gotten at the Northern Star and the Northern Television Center. From the Chicago Sun Times to the Kane County Cougars to the Chicago Sky and many other local stations in Rockford and Senator and Naperville. For students that are still here, we're angry, we're scared, we're frustrated, but we haven't quit on trying to produce broadcasts. We're going to try. And despite maybe one of the most difficult summers of my life, I haven't quit yet on this university and getting the education that I want as long as we don't quit and give up on NIU. Please, NIU can't quit on not just its journalism students, but all of their students. Thank you."

General Counsel Perry called forward Konstanze Fowler.

Konstanze Fowler: "Hello. My name is Konstanze Fowler. I graduated in May from NIU and I'm coming back to get my master's here at NIU again. And I'm going to be the teaching assistant for the classes that used to be taught at the Northern Television Center. When I was looking for what schools to go to years ago, I wasn't sure what I wanted to do. I thought about a lot of different things, but I never really expected to find my home or my voice in TV. I visited a few colleges just to see if they offered my variety of interests in an adequate manner, and NIU won that by far. I really wanted to go to Quincy University actually. That was my dream school, but they had a very bad, not very bad, but I was very disappointed in their TV studio. Their TV studio was built in a classroom setting which is what Watson is going to be. The NTC has the high ceilings that we need for the lighting that when I was at Quincy the professor told me that the main thing that they wished that they had was those high ceilings for lighting. And to make it clear, high ceilings are important in lighting because it gives more of a natural effect to the image that we see and makes it a lot better. If you still don't understand the sun is high in the sky and we get the light from above so all of our shadows are on the ground, but in a studio with lower ceilings the light is more in front of you so your shadow is more behind you and it definitely affects it a lot. When I visited NTC I was blown away and it looked like a real TV studio. I loved the idea of it being its own

unit. It doesn't feel like school; it feels like you're helping a real news studio. It's an amazing feeling knowing that everyone in the building is focused on the exact same thing. The energy surrounding NTC is much different than any of the classrooms that I've been in. A friend of mine took classes in the Watson Studio and said you can hear people in the hallway during a production, and at NTC we all go silent because we all want to make a stellar show. For just a tad more background on me, I'm extremely quiet in classrooms. When it comes to school, I hate raising my hand or being called on. I hate talking in front of people, but NTC has helped me overcome that anxiety more than anyone ever could. When I first showed up at NTC I started off quiet as usual, but as I learned how to run a show, I found my voice. I can easily talk to anyone at NTC even if I don't think I know them and I'm willing to speak here today on behalf of NTC because it's that important to me. When I direct a show at NTC for NTC news I am loud, and I am proud. Speaking of those shows I'm directing; we are an award-winning show. We have worked hard to get where we are and moving to Watson is taking us a step in the opposite direction. We have real directors and producers who have visited NTC and are impressed with what we're capable of. Our work at NTC helps students get jobs as soon as they graduate and again, we wanted many to be here, but they are at their jobs that they got from their work at NTC. It may be just a building to the school, to the university, to you, but to its students and its alumni it's a TV studio and moving all the equipment to a new location isn't going to help us improve. I ask that you consider helping us reopen NTC and since the school claims money is part of the problem, we do have alumni who are willing to donate. The school is pushing us backward, but we want to move forward together. Thank you."

Chair Barsema thanked both speakers for their comments, and for their contributions to NIU. He then explained that the Board of Trustees gave NIU administration a very tough financial goal, and that the decision to move the television had been very deliberative. Chair Barsema felt quite confident that the decision that the administrators made was the right and the necessary decision for everybody involved, including the students, on a long-term basis.

6. PRESIDENT'S REPORT NO. 135

University Recommendations Forwarded by the Board Committees

Agenda Item 6.a.1

President Lisa Freeman introduced agenda item 6.a.1. These are recommendations for faculty tenure and promotion for two individuals who were hired late in the cycle by the College of Health and Human Sciences into the positions of Director of Nursing and an Associate Dean who also has a faculty appointment in the Allied Health and Communicative Disorders Department.

Chair Dennis Barsema called for a motion to approve the agenda item. Trustee Montel Gayles so moved, and Trustee Eric Wasowicz seconded.

Chair Barsema stated that a roll call vote was necessary because the student trustee is not allowed to vote on issues of tenure or promotion. Trustee Butler, who was on the phone, does have the ability to vote.

Trustee Rita Athas: Yes

Trustee John Butler: Yes

Trustee Montel Gayles: Yes

Trustee Veronica Herrero: Yes

Trustee Madalynn Mershon: Abstain

Trustee Bob Pritchard: Yes

Vice Chair Eric Wasowicz: Yes

Board Chair Dennis Barsema: Yes

The motion was approved.

7. OTHER MATTERS

No other matters were discussed.

8. NEXT MEETING

The next regularly scheduled meeting of the full Board of Trustees is September 12, 2019, at 9:00 a.m.

9. CLOSED SESSION

Chair Dennis Barsema asked for a motion for the Board to conduct a closed session to discuss the following subjects that are authorized by the Illinois Open Meetings Act, as amended: Personnel Matters as described under sections 2(c)(1)(2)(3) and (21); Collective Bargaining matters as described under Section 2(c)2; Litigation and Risk Management matters as described under Sections 2(c)(11) and (12) of the Open Meetings Act; and Closed Session Minutes matters as described under Section 2(c)(21).

Trustee Rita Athas so moved, and Trustee Veronica Herrero seconded. A roll call vote of the Trustees to recess to Closed Session was as follows:

| | |
|-------------------------------|---------------------------------|
| Trustee Rita Athas: Yes | Trustee John Butler: Yes |
| Trustee Montel Gayles: Yes | Trustee Veronica Herrero: Yes |
| Madalynn Mershon: Yes | Trustee Bob Pritchard: Yes |
| Vice Chair Eric Wasowicz: Yes | Board Chair Dennis Barsema: Yes |

The Board adjourned to closed session at 1:38 p.m.

Reconvene Meeting:

The meeting reconvened at 3:08 p.m. Chair Dennis Barsema asked for a roll call. Trustees present were Rita Athas, Montel Gayles, Veronica Herrero, Madalynn Mershon, Bob Pritchard, Vice Chair Eric Wasowicz and Board Chair Dennis Barsema.

10. ADJOURNMENT

Chair Dennis Barsema asked for a motion to adjourn. Trustee Montel Gayles so moved, and Trustee Veronica Herrero seconded. The motion was approved.

The meeting adjourned at 3:11 p.m.

Respectfully submitted,

Karen Campbell
Recording Secretary

In compliance with Illinois Open Meetings Act 5 ILCS 120/1, et seq, a verbatim record of all Northern Illinois University Board of Trustees meetings is maintained by the Board Recording Secretary and is available for review upon request. The minutes contained herein represent a true and accurate summary of the Board proceedings.

REPORTS OF THE BOARD COMMITTEES AND BOARD LIAISONS

a. Academic Affairs, Student Affairs and Personnel Committee (AASAP)

The Academic Affairs, Student Affairs and Personnel Committee met on August 15, 2019. Board Chair Dennis Barsema swore in student Trustee Madalynn Mershon. The Committee discussed and approved two items; request for new certificate of graduate study in FinTech and recommendations for tenure and promotion. Additionally, the committee received four informational items: two of which were presentations; the NIU delegation to Southeast Asia and the College of Health and Human Sciences, the Oral English Proficiency Report and 2018-2019 Faculty Emeritus Recognition.

b. Finance, Audit, Compliance, Facilities, and Operations Committee (FACFO)

The Finance, Audit, Compliance, Facilities and Operations Committee met on August 15, 2019. The Committee approved four action items which included the FY21 Budget Request, the FY21 IBHE Capital Budget Request, Student Recreation Center Changing Room Remodel, and Bowl Game Participation Expenses. The Committee also received six information items. These included three FY19 Annual Reports, Tuition and Fee Waivers, Cash and Investments, and Obligation of Financial Resources. Three additional information items were also provided including the Quarterly Report of Transactions in Excess of \$100,000, a Campus Facility Project Updates, and an Ethics and Compliance Update.

c. Research and Innovation, Legal and Legislative Affairs Committee (RILLA)

The Research and Innovation, Legal and Legislative Affairs Committee met on August 15, 2019. The Committee received three information items and one faculty presentation. Jenna Mitchell, State Legislative Liaison provided an update on the state budget and legislative year. Dr. Anna Quider, Assistant Vice President for Federal Relations reported a summary of her work on behalf of NIU for FY19. Dara Little, Assistant Vice President for Sponsored Programs Administration provided a summary of NIU's FY19 sponsored programs. Dr. Nicole LaDue, Associate Professor of Geology and Environmental Geosciences presented her work on spatial thinking and STEM education.

d. Illinois Board of Higher Education

The State of Illinois Board of Higher Education (IBHE) met on June 4, 2019, at Northern Illinois University, DeKalb, IL.

Actions taken at the Board meeting included Consideration and Approval of the Joint Rule with Illinois Community College Board: Reverse Transfer of Credit, as well as Consideration and Approval of Diversifying Faculty in Illinois Program Fiscal Year 2020 Grant Allocation.

The Board heard additional information items including the Annual Report New, Consolidated, Closed, and Low Producing Programs at Illinois Public Universities, Academic Year 2017-2018 (Written Report), Illinois Higher Education Information System (IHEIS) Fall Academic Year 2018-2019 Enrollment Collection (Written Report), and Legislative Report.

The next meeting of the IBHE was scheduled for teleconference on August 6, 2019 at the office of the Illinois Board of Higher Education in Springfield, IL., and at Aurora University in Aurora, IL.

e. Universities Civil Service Merit Board

The State Universities Civil Service Merit Board met on Thursday, August 29, 2019, at its primary location at the system office in Urbana and one alternative video conference attendance location at the University of Illinois at Chicago's School of Pharmacy. NIU's representative John Butler was present for the meeting.

Highlights of the meeting included the welcoming of new members representing Eastern Illinois University, Chicago State University, and Illinois State University. Due to several vacancies in executive positions that expire in December, the Board nominated and elected the following to complete the terms: Jill Smart, from the University of Illinois, to Board Chair; Sherry Eagle, from Northeastern Illinois University, to Vice Chair; and Julie Jones, from Illinois State University, to the Executive Committee.

Discharge proceedings were conducted for four employees: one from Illinois State University, two from the University of Illinois at Urbana-Champaign, and one from Southern Illinois University Edwardsville. In each case, Written Charges for Discharge were issued by the employer; the employee filed a written request for a hearing; a hearing was held, and the Hearing Officer found that the employer sustained its burden of proof; and the employee filed a request for a hearing before the Merit Board. After examining and reviewing the Hearing Record, as supplemented by any information offered by those present, the Merit Board voted to discharge all four employees.

The Merit Board received reports from the Human Resource Directors Advisory Committee and the State Universities Employee Advisory Committee; recommended the FY 21 Budget for the system office; received an update on adopted rulemaking; briefly discussed progress being made at universities concerning the conversion of Principal Administrative Appointments – what are referred to at NIU as Supportive Professional Staff – to civil service classifications; reviewed recent activities of the Governance, Risk, and Compliance Audit Program (including the soon-to-be-finalized audit of NIU); and considered reports by the Executive Director and Legal Counsel.

The Executive Director's Report included draft changes to the University System statute that concern the appointment of grant-funded employees. In summary, employees meeting this definition, under the preliminary language, would be subject to a probationary period of no more than 24 months, during which they would not be classified as civil service employees. According to the report, there is support for such changes among university human resource directors; there is support for the concept among members Employee Advisory Committee but concerns regarding monitoring and enforcement; and significant concerns have been expressed by union officials who oppose the changes at this time. These proposals are preliminary, mainly existing as a collection of ideas for statute amendments.

The Executive Director's report also included a set of proposed rulemaking revisions concerning discharge provisions. A draft proposal was provided to keep the Board informed of the recommended changes being developed by the University System staff in collaboration with the Human Resource Directors Advisory Committee.

f. Northern Illinois Research Foundation

The Audit Committee and Board of Directors of the Northern Illinois Research Foundation held their annual meeting August 31, 2019. Directors and officers whose appointments were expiring were reelected. The Audit Committee discussed the NIRF and EIGERlab quarterly reports, an update on the NIRF fraud risk assessment plan, and received an update on the FY19 audit progress. The Board received an update on the Illinois Innovation Network and Northern Illinois Center for Community Sustainability. The Audit Committee and the NIU

Office of Innovation both gave the Board quarterly reports. The next NIRF Board of Directors meeting will be in December.

g. Northern Illinois University Alumni Association

Year-end results are largely in, and it was an excellent year for the NIU Alumni Association. We saw consistent growth among all programs.

The Travel Program continues to be a strong performer for the NIUAA, both in terms of building engagement and revenues. We had eight trips (7 international, 1 domestic), and had 107 unique alumni travelers, with 55 first-time travelers. Our travelers are generous, giving nearly \$60,000 in donations to the NIU Foundation over the course of the year.

The volunteer program completed its first full year of operation (it launched in April of 2017) and we saw consistent growth, with unique alumni volunteers increasing from 674 to 1,018 over the fiscal year. Alumni volunteered 1,294 times in 227 various activities, coordinated with 45 different campus partners.

One key facet of our volunteer program is the Advocacy Initiative, which is a collaborative effort between NIU and the NIUAA. FY2019 saw the completion of the first-ever NIU Advocacy Day in Springfield, with 30 alumni participating. They met with 40 legislators over the course of the day.

Communications remain a foundational activity of the NIUAA, as we are responsible for marketing all programs and university news to our alumni base of 243,000+ alumni. We sent out 461 emails to 10 million+ total emails, with an open rate of 18.67%. That means NIUAA emails were opened more than 1.8 million times. We also brought back *Northern Now* in print after a several-year hiatus.

Growth among events continues to be more than robust. In FY17 we had approximately 700 unique alumni attendees. In FY18 that grew to 1,059. Last year we more than doubled event attendance, with 2,236 unique attendees – growth of 111%. We executed just 7 more events (from 94 to 101) but did so with more targeting and efficiency. Additionally, the NIUAA was a net \$50,000 under budget with events between added revenues and reduced expenses.

All of this was achieved with the backdrop of being a truly revenue-neutral organization for the 2nd consecutive year. Increased sponsorship and partner revenues, combined with an austere yet effective approach to our programming allowed us to witness significant growth across all KPI measurements, while doing so in a fiscally responsible manner.

h. Northern Illinois University Foundation

Vice President for University Advancement and NIU Foundation CEO Catherine Squires will give an oral report.

REQUEST FOR NEW CERTIFICATE OF GRADUATE STUDY IN FINTECH

Summary: New certificates of graduate studies require the approval of the Board of Trustees. If the Board approves this addition, the University will report it in the Annual Listing of Changes sent to the Illinois Board of Higher Education in June 2020. These requests come to the Academic Affairs, Student Affairs and Personnel Committee after receiving approval from the curriculum committees at the department, college and university levels and the concurrence of the provost.

Description: The University proposes a Certificate of Graduate Study in FinTech offered by the Department of Finance within the College of Business

Rationale: Over the past few years, FinTech has emerged as a powerful theme, driven by the rapid adoption of cutting-edge technologies across the financial services industry, such as digital payments and money transfers, financial software and automation, and alternative lending and funding platforms. In addition to focusing on the emerging technologies, the certificate includes courses in financial modeling, computer programming, and data analytics/visualization. Employers for students with skill sets in this area include banks, consulting firms, financial technology, and investment firms.

Funding: The FinTech certificate capitalizes on existing courses and does not require the addition of any new courses. As the courses are already being offered regardless of the certificate creation, in the short-term, we do not anticipate any additional staffing or start-up costs would be required. Any marginal increase in costs could be covered by the differential tuition charged by the existing M.S. in Finance program.

Recommendation: The Academic Affairs, Students Affairs and Personnel Committee recommends Board of Trustees approval of the Request for New Certificate of Graduate Study in FinTech.

FISCAL YEAR 2021 BUDGET REQUEST

Summary: Each year, at this time, staff seeks the Board's approval of budget request guidelines or the overall level of state funding requested for the upcoming fiscal year. This total request amount is recognized as the University's Budget Request throughout the budget development process. Staff uses the request figure when developing the University's Detailed Budget Request and other budgetary reporting materials for the Illinois Board of Higher Education and the Illinois General Assembly.

For FY21, NIU requests a funding level of \$93,628,600.

Background: For FY20, the University submitted a Board-approved budget request of \$93.6 million to the Illinois Board of Higher Education. That request reflected an overall return to the revised FY15 base funding level of \$91.1 million plus an additional \$2.5 million for academic program priority requests. While the request was not fully realized, state appropriations in FY20 increased 5% over the prior year to \$87.8 million, a demonstration of the focus that Governor Pritzker has placed on higher education.

During the past several years, state General Funds appropriations provided to Northern Illinois University have varied greatly and declined significantly. The aggregate funding level during the past 6 years reflects a state funding shortfall of \$84.7 million, ignoring inflation, when compared to a flat-funding scenario at the FY15 level of support.

| State Funding Deficit | |
|---|---|
| <u>State General Funds compared to FY15</u> | |
| FY15: | \$91.1 million |
| FY16: | \$26.4 million (\$64.7 million) |
| FY17: | \$91.1 million |
| FY18: | \$81.9 million (\$9.2 million) |
| FY19: | \$83.6 million (\$7.5 million) |
| FY20: | \$87.8 million (<u>\$3.3 million</u>) |
| | (\$84.7 million) |

FY21 Budget Request

The FY21 state budget request presented for the Board's consideration reflects the University's commitment to, and advocacy for, the students, faculty and staff at NIU. This FY21 request for \$93.6 million attempts to secure a more adequate level of state funding support which responsibly supports the University's mission. The recommended budget request seeks funding for operational support and academic program priorities.

1. TOTAL BUDGET REQUEST: \$93,628,600

A. OPERATIONS/BASE FUNDING REQUEST: \$91,092,700

A base funding level of \$91.1 million provides for a general 3% cost increase on activities supported by state appropriations, plus an additional \$654,000 to fund other priorities, including student support.

B. ACADEMIC PROGRAM PRIORITY REQUESTS: \$2,535,900

The identified requests continue NIU's efforts to enhance and strengthen academic commitments in education and address critical workforce needs. In conjunction with the University's Program Prioritization Initiative the following have been identified as the top priorities:

- \$764,200: Data Sciences. To support increasing enrollments and number of degrees awarded in existing degree programs related to data sciences, including programs in operations management and information systems, computer science, statistics, engineering and educational research and evaluation. Also, will expand vision of what data sciences encompasses at NIU by bringing in data utilization and applications in areas such as humanities and social sciences as well as business, natural sciences and engineering. Further, will support the exploration of the integration of these aspects of data sciences through the potential development of an interdisciplinary graduate program in data sciences.
- \$554,900: Nursing. To provide the resources needed to increase enrollments and the numbers of degrees awarded in nursing, which would contribute to the key work force needs in the State of Illinois.
- \$613,800: Health Information Management. To support the development of a new degree program that exists at the intersection of information science, computer science and health care. A Health Information Management degree will provide undergraduates and graduates with the skills needed to enter high demand health fields dealing with the acquisition, storage, retrieval and use of information related to health and health services.
- \$603,000: Expanding Offerings of Industrial & Systems Engineering and Mechanical Engineering Programs with Pathways with Community Colleges in the State of IL. To support these priority programs, specifically with a 2 + 2 pathway from local community colleges. The proposed expanded programs will provide an opportunity to attain skills to qualify them for high-skill jobs in different sectors including advanced manufacturing, health care, distribution/logistics, and financial sector jobs.

In addition to state funding support, the University will also seek reforms that impact University resources but are considered non-budgetary in nature. Staff will work with the IBHE, the Governor's Office, legislators, and other institutions to seek relief from unfunded mandates and burdensome regulations and requirements related to procurement and civil service. In short, more flexibility is needed in order to adapt and thrive in today's environment.

Recommendation: The Finance, Audit, Compliance, Facilities and Operations Committee recommends Board of Trustees approval of the Budget Request of \$93,628,600 to ensure the timely preparation and submission of the University's FY21 Detailed Budget Request to the IBHE and subsequent reports to the General Assembly.

FISCAL YEAR 2021 IBHE CAPITAL BUDGET REQUEST

Summary: The Illinois Board of Higher Education (IBHE) Capital Budget Request is submitted in the fall prior to the budget year in order to meet IBHE and state capital project review and approval submission schedules. The Capital Budget Request consists of two principal categories of projects requesting state funding support and a third category that provides notification of anticipated non-instructional projects that might eventually require specific IBHE approval. Eleven capital projects, totaling approximately \$326M, and twenty capital renewal projects totaling approximately \$57M, are proposed for submission.

Background: Requests for state funding support include regular capital projects which represent major investments for new construction and renovation; and capital renewal projects which lists major repairs and system improvement projects with estimated budgets in excess of \$100,000. Table 15 is an excerpt from the FY20 IBHE budget recommendation showing the integrated priorities of capital projects across all Illinois public universities. There are four capital projects listed for NIU based on previous requests. Other than the first priority project, NIU's capital priorities have changed as reflected in the following capital project listing. The University will be working with IBHE to develop a new integrated priority listing for all public universities.

Priorities for capital projects were determined through reviews and discussions with the Provost; Research, Innovation, and Partnerships; and the Chief Financial Officer, assessing mission program areas, building conditions, and impact on student enrollment. Capital Renewal priorities are predominantly driven by building/infrastructure conditions and the potential for impacting University operations.

From the recent FY20 state capital budget, the university's first priority capital project, Health Informatics & Technology Center, was authorized at \$77M with an additional \$3M reauthorized for required project planning. Additionally, authorization included \$52.9M for miscellaneous capital improvements. While the timing of these funds are uncertain and may represent multiple years of capital funding support, the flow of funds from FY19 budget authorizations supporting \$6.1M for boiler replacements, \$476K for steam line repairs, and a pending \$5M for steam tunnel repairs have been addressing top priorities from the Capital Renewal requests made from the past couple years. While not directly related to this IBHE submission, the pending grant funding supporting the Northern Illinois Center for Community Sustainability (~\$22.9M) is another capital investment opportunity which will bolster research on the campus.

Recommendation: The Finance, Audit, Compliance, Facilities and Operations Committee recommends Board of Trustees approval of the Fiscal Year 2021 IBHE capital budget request.

| Regular Capital Project Priorities for FY21 IBHE Budget Submission | | |
|--|---|----------------------------|
| Priority | Project Title | Total Estimated Cost (\$K) |
| 1 | Health Informatics & Technology Center | 77,025 |
| 2 | Dusable Hall Renovation | 31,000 |
| 3 | Williston Hall Renovation | 14,500 |
| 4 | Still Hall and Still Gym Renovation | 25,500 |
| 5 | Gabel and Graham Complex Renovation | 62,000 |
| 6 | Davis Hall Renovation | 30,000 |
| 7 | McMurry Hall Renovation | 7,000 |
| 8 | Reavis Hall Renovation | 11,000 |
| 9 | Watson Hall Renovation | 10,800 |
| 10 | Psychology/Computer Science Building Renovation | 7,500 |
| 11 | Montgomery Hall Renovation | 50,000 |
| | | |
| | Total Regular Capital Projects | \$326,325 |

| Capital Renewal Project Priorities for FY21 IBHE Budget Submission | | |
|--|--|----------------------------|
| Priority | Project Title | Total Estimated Cost (\$K) |
| R1 | Critical Electrical Infrastructure Improvements Phase IV | 4,032 |
| R2 | Swen Parson Hall- Parapet and Roof Restoration | 2,633 |
| R3 | Gabel Hall Roof Replacement - Phase II | 1,260 |
| R4 | Music Building Roof Replacement | 1,063 |
| R5 | Masonry/Stone Restoration: Still Hall and Still Gym | 399 |
| R6 | Anderson Hall Pool and Structural Repairs | 3,602 |
| R7 | East Campus Chilled Water System Reconfiguration | 6,286 |
| R8 | Visual Arts Building Structural Repairs | 2,525 |
| 90 | Campus Roadway Repairs | 3,041 |
| R10 | Campus Wide Boiler Replacement - Phase II | 9,936 |
| R11 | LaTourette Hall Control Valve and HVAC Repairs | 3,068 |
| R12 | Monat Building Roof Replacement | 345 |
| R13 | Davis Hall Parapet Restoration | 1,727 |
| R14 | McMurry Hall Stone Repair | 1,621 |
| R15 | Campus Telephone System Modernization | 2,500 |
| R16 | Primary Data Center Environmental Improvements | 962 |
| R17 | Critical Campus Wide ADA Deficiency Upgrades | 3,475 |
| R18 | Replace Watermain Central Campus | 1,105 |
| R19 | Campus Wide Boiler Replacement - Phase III | 7,632 |
| | | |
| | Total Capital Renewal Projects | \$ 57,212 |

Table 15
ILLINOIS BOARD OF HIGHER EDUCATION
HIGHER EDUCATION CAPITAL IMPROVEMENT PROVISIONAL PRIORITY LIST
FY2020 RECOMMENDATION

(in thousands of dollars)

| Institution | Project | <u>Budget Category</u> |
|--|--|---------------------------------------|
| Public Universities | | |
| <u>IMSA & Univ. Center of Lake County</u> | | |
| I. | Capital Renewal | <u>Repair/Renovate/Remodel</u> |
| | Capital Renewal - Public Universities, ICCB & IMSA | <u>Repair/Renovate/Remodel</u> |
| | | Repair/Renovate |
| <u>Public Universities and IMSA</u> | | |
| 1 | Northeastern Illinois University Education Building ¹ | Equipment |
| 2 | Northern Illinois University Computer Science, Health Informatics, & Technology Center ¹ | Construction/Equipment |
| 3 | Southern Illinois University Carbondale Communications Building ¹ | Planning/Renovate/Addition |
| 4 | Western Illinois University Science Building, Phase I | Planning/Construction |
| 5 | Southern Illinois University Edwardsville Health Sciences Building | Planning |
| 6 | Eastern Illinois University New Science Building | Planning/Construction |
| 7 | Illinois State University Milner Library Rehabilitation | Addition/Construction |
| 8 | University of Illinois at Springfield Library Learning Student Success Center | Planning/Construction |
| 9 | University of Illinois at Urbana-Champaign Math/Statistics/ Data Science Collaborative Facility | Planning/Construction |
| 10 | Northeastern Illinois University Carruthers Center for Inner City Studies | Remodeling |
| 11 | University of Illinois at Chicago Computer Design Research and Learning Center | Renovation/Construction |
| 12 | Northern Illinois University Wirtz Hall Renovation | Planning/Remodeling |
| 13 | Chicago State University Nursing Lab (Simulated Hospital) | Renovation |
| 14 | Governors State University Academic Building E Extension | Planning/Construction |
| 15 | Illinois Mathematics and Science Academy Residence Halls - Phase II, Interior Renovations, Part A 2 | Renovate |
| 16 | Eastern Illinois University Rehabilitate Life Science/Coleman HVAC & Plumbing, Escalation 1, 2 | Renovation/Cost Escalation |
| 17 | Northern Illinois University Campus Roadway Repair 2 | Repairs |
| 18 | Eastern Illinois University Fire Alarm Upgrades 2 | Rehabilitation |
| 19 | University of Illinois at Urbana-Champaign School of Art and Design Thinking and Learning Addition | Planning/Construction |
| 20 | Chicago State University Library Exterior Repair (Water Infiltration) 2 | Repairs |
| 21 | Western Illinois University Science Building, Phase II | Planning/Construction |
| 22 | Governors State University Innovation Center | Planning |
| 23 | Southern Illinois University Edwardsville Alton Dental Consolidation | Planning |
| 24 | Illinois State University Mennonite College of Nursing | Planning/Construction |
| 25 | Northeastern Illinois University Science Building Modernization | Planning |
| 26 | Northern Illinois University Davis Hall Renovation | Planning |
| 27 | University of Illinois at Urbana-Champaign Library Upgrades | Planning/Remodeling |
| 28 | Chicago State University JDC Pool/Bldg HVAC Upgrade 2 | Renovation |
| 29 | Illinois Mathematics and Science Academy Residence Halls - Phase II, Interior Renovations, Part B 2 | Renovate |
| 30 | University of Illinois at Chicago Drug Discovery and Innovation Pavilion | Planning/Construction |
| II. | Regular Capital | |
| | Public University & IMSA, Subtotal | |

* In some cases, IBHE capital recommendations are partial project funding for initial phases such as planning and land acquisition. Total project cost reflects the full cost of project completion including construction. In several cases the additional costs to be covered from other funds. Cost estimates excludes prior year state appropriations and non-state funds.

¹ Planning funds were included in the FY2010 Illinois Jobs Now! program for these projects but funding was never released. Illinois JobsNow! Projects were reappropriated for FY 2019

² Smaller renovation and remodeling projects could be covered with capital renewal funding if the IBHE request for capital renewal is granted.

Narrative on Priority Rationale – Capital Projects

1. Health Informatics & Technology Center

The university is requesting funding for a new Health Informatics & Technology Center. In the last decade the demand for college graduates with expertise in health-based technology fields has increased exponentially. The new facility will offer students a unique learning environment combining the best of a time-honored college education driven by a focus on advancing health technology. The center will have extensive infrastructure to accommodate a broad range of equipment necessary to develop a nationally competitive program with potential for industry and professional certification programs, custom health informatics learning labs and single classes for corporations and individuals. Experience using cutting-edge technology in a well-planned, well-equipped facility, will prepare students to compete and succeed in the intense technologically complex world of the future.

2. DuSable Renovation

Constructed in 1968, this building houses the classrooms for the College of Liberal Arts and Sciences, and the departments of Economics, Foreign Language, History, Communication, Mathematical Science and Political Science. Space within DuSable is configured for the building's original use in 1968. While the space generally works for a classroom building, additional efficiencies need to be made in order to achieve more optimal learning environments; a more modern, student-focused, technology-oriented teaching experience needs to be created. Many of the mechanical systems are inefficient, inadequate and antiquated, and electrical systems are in-efficient. This request will provide funding for the planning, design and construction of remodeling DuSable Hall.

3. Williston Hall Renovation

Williston Hall opened in 1915 and was originally built as a woman's dormitory. Converted to administrative office space in 1969, the building has had no other major renovations over the last 49 years. Available power is inadequate to meet modern technology demands. Mechanical systems are inefficient and antiquated. Repairs are required to the existing masonry structure to address water intrusion and general deterioration. To provide a healthy and attractive work environment for the faculty, staff, and students that occupy the building for various student support services, the university seeks to preform major renovations on Williston Hall to address space functionality of the building and the overall building structure and systems.

4. Still Hall and Still Gym Renovation

The Still Hall and Gym were built in 1928 and were converted into office and classroom space in 1964. No other major renovations have occurred in the buildings over the last 54 years. Available power is inadequate to meet modern technology demands. Mechanical, electrical, and plumbing systems are inefficient and antiquated. The need to provide major repairs to the existing masonry structure and tuck pointing have caused significant concerns for water intrusion and structural deterioration as the exterior walls are deflecting outward. This project seeks to update the building structure and its mechanical, electrical, and plumbing systems to better meet the needs of modern-day students.

5. Gabel and Graham Complex Renovation

Gabel Hall was constructed in 1958, and Graham Hall was constructed in 1964. The buildings are interconnected, and access corridors flow directly between the two "buildings", so they share many of the same deficiencies. Housed in these buildings are the

Colleges of Education, Health and Human Sciences, and Visual and Performing Arts. Significant classroom and faculty spaces dominate the use. While the spaces generally work for a classroom and faculty use, additional efficiencies need to be made in order to achieve more optimal learning environments; a more modern, student-focused, technology-oriented teaching experience needs to be created. The roof system is in critical need of replacement. The buildings incorporate large amounts of asbestos containing materials, and many of the mechanical and electrical systems are inefficient, antiquated, and inadequate for current technological teaching methods. This request will provide funding for the planning, design, and construction of remodeling both Gabel and Graham Halls.

6. Davis Hall Renovation

This Gothic style building was built in 1942 and constructed with steel and steel reinforced concrete and then sheathed with Joliet Limestone. Davis Hall was constructed as the institutions first Science Building and now houses the Geology (Geology and Environmental Geosciences) and Geography departments. Other than the installation of a telescope in 1965 and air conditioning systems in 1975, no other major renovations have occurred to Davis Hall over the last 76+ years. The building still utilizes the original fused electrical panels. Available power is completely inadequate for modern lab requirements. Davis' mechanical systems are inefficient, inadequate, and antiquated. The flat roof sections are failing, and two sides of the building need major repairs to the stonework including overall tuck pointing. In order to continue to be of functional value, the building requires several comprehensive infrastructure updates. Existing fume hoods are not able to satisfactorily accommodate the needs of the instruction and research assigned to Davis. There is no elevator IBHE Resource Allocation and Management Program - Capital Request – FY20 - Page 2 of 8 service to the 6th and 7th floors. Restroom locations are not compliant with today's code requirements.

7. McMurry Hall Renovation

This Georgian style building was constructed in 1911 and is the second oldest building at Northern Illinois university. The building was constructed of brick and limestone consisting of 33,649 gross square feet of which 26,694 are assignable. The first floor was used to educate the lower grades and the second floor was used for the upper grades. McMurry was eventually converted into classrooms and offices for the College of Business. In 2002 the College of Business constructed Barsema Hall, and McMurry became the home of the College of Health and Human Sciences.

Other than the installation of a new roof in 2002 and various other minor renovations (i.e. painting/carpeting/lighting), no other major renovations have occurred to McMurry Hall over the last 100+ years. Available power is completely inadequate for modern technology and classroom requirements. McMurry Hall still utilizes window unit air conditioning systems, and the various other mechanical systems are inefficient, inadequate and antiquated. The building as a whole is in need of major repairs; this includes tuck-pointing of all exterior masonry and stonework. In order to continue to be of functional value, the building requires a number of comprehensive infrastructure updates, including a new HVAC system that can take advantage of the East Campus Chilled Water line, as well as an upgraded electrical system, etc.

Space within McMurry Hall is configured for the building's original use in 1911. While the space generally works for a classroom building, additional efficiencies need to be made.

In order to achieve more optimal learning environments, a more modern, student focused, technology oriented, teaching experience needs to be created.

8. Reavis Hall Renovation

Constructed in 1957, this building houses classroom and faculty spaces for the College of Liberal Arts and Sciences. While the spaces generally work for a classroom and faculty use, additional efficiencies need to be made in order to achieve more optimal learning environments; a more modern, student-focused, technology-oriented teaching experience needs to be created. The buildings incorporate significant quantities of asbestos containing materials; roofing membranes need replacement and many of the mechanical and electrical systems are inefficient, antiquated and inadequate for current technological teaching methods. This request will provide funding for the planning, design and construction of remodeling Reavis Hall.

9. Watson Hall Renovation

Constructed in 1962, this building houses classroom and faculty spaces for the College of Liberal Arts and Sciences. While the spaces generally work for classroom and faculty use, additional efficiencies need to be made in order to achieve more optimal learning environments; a more modern, student-focused, technology-oriented teaching experience needs to be created. The buildings incorporate significant quantities of asbestos containing materials; roofing membranes need replacement, and many of the mechanical and electrical systems are inefficient, antiquated and inadequate for current technological teaching methods. This request will provide funding for the planning, design and construction of remodeling Watson Hall.

10. Psychology/Computer Science Building Renovation

Constructed in 1973, this building houses classroom and faculty spaces for the College of Liberal Arts and Sciences. While the spaces generally work for a classroom and faculty use, additional efficiencies need to be made in order to achieve more optimal learning environments; a more modern, student-focused, technology-oriented teaching experience needs to be created. The buildings incorporate significant quantities of asbestos containing materials; roofing membranes need replacement, and many of the mechanical and electrical systems are inefficient, antiquated and inadequate for current technological teaching methods. This request will provide funding for the planning, design and construction of remodeling the Psychology/Computer Science Building.

11. Montgomery Hall Renovation

Constructed in 1967, this building houses classroom and faculty spaces for the College of Liberal Arts and Sciences. While the spaces generally work for classroom and faculty use, additional efficiencies need to be made in order to achieve more optimal learning environments; a more modern, student-focused, technology-oriented teaching experience needs to be created. The buildings incorporate significant quantities of asbestos containing materials; roofing membranes need replacement, and many of the mechanical and electrical systems are inefficient, antiquated and inadequate for current technological teaching methods. This request will provide funding for the planning, design and construction of remodeling Montgomery Hall.

Narrative on Priority Rationale – Capital Renewal Projects

R1. Critical Electrical Infrastructure Improvements Phase IV

The existing electrical infrastructure on main campus was constructed in the 1960s and components of the system are beyond life expectancy and not repairable. Improvements have systematically been addressed over the past years as funding could be made available, but a final phase is required to address remaining 50+ year-old transformers, switch gears, substations, and distribution cables. Major failures of these components may render portions of the campus without power for extended periods of time and pose significant risk to personnel near this antiquated equipment. Numerous power failures have occurred over the recent past and are demonstrating the increasing deteriorated condition of the system.

R2. Swen Parson Hall – Parapet and Roof Restoration

Northern Illinois university's Swen Parson Hall was originally constructed in 1952. Over the years, through natural weather deterioration, the limestone tuck pointing around the roof parapet has begun to severely deteriorate. Due to this natural deterioration, water has begun to infiltrate the masonry cavity causing significant spalling and damage to the parapet wall and has damaged the attached roof membrane. Work would include tuck pointing of existing limestone structure, restoration of the masonry parapet which has begun to deteriorate, spall and lose stones, and replacing/repairing the adjacent flashing and roofing membrane.

R3. Gabel Hall Roof Replacement – Phase II

The original roof on Gabel Hall was installed in 1958 and has deteriorated to the point that patching and intermediate repairs are no longer feasible. This project seeks to replace the roofing and skylights on the single story south west corridor wing. Water infiltration and secondary damage is occurring within the building whenever it rains. Skylights leak consistently and plaster laden with asbestos continually collects moisture and falls from the ceiling. Roof replacement is necessary to correct the problem. The insulation is also spoiled at this point and must be replaced.

R4. Music Building Roof Replacement

The original roof on the NIU Music Building was installed in 1972 and has deteriorated to the point that patching and intermediate repairs are no longer feasible. Water infiltration and secondary damage is occurring within the building whenever it rains. Roof replacement is necessary to correct the problem. The all-weather-crete insulation is also spoiled at this point and must be replaced. The existing roof is a 3-ply built-up roof with a gravel surface over coal tar pitch. The roof is over 60,000 square feet with eight major roof levels that will require 2,000 feet of new roof flashing. This roof offers an ideal location for green roof opportunities which will be considered in this scope of work.

R5. General Masonry and Stone Restoration/Replacement: Still Hall & Still Gym

Still Hall and Still Gym are two existing masonry buildings on campus that have begun to deteriorate including significant sagging and bowing of some of the exterior walls. This will require significant structural repair and restoration involving the interior wall and window repair. Water is infiltrating causing secondary damage to building interiors. Deteriorated parapets are allowing water to come in from the ceilings. To maintain the building's exterior integrity, significant masonry structural repair and tuck pointing will need to be done.

R6. Anderson Hall Pool and Structural Repairs

Northern Illinois University's Anderson Hall was originally constructed in 1964. Through the years minor work has been done to maintain the building, but no significant renovations

have occurred. Over the years, through natural wear and tear the existing Anderson Hall facility has begun to show its age. More specifically the concrete pool, pool deck, pool systems, and exterior glazed curtain walls have begun to deteriorate. Existing pool motors, Filters, heating and other systems are showing their age and are in a constant state of failure. Maintenance of the system has become burdensome due to the age of the system and the university's lack of ability to acquire replacement parts. This project seeks to repair the existing pool structure and pool deck and to rework/replace the existing pool systems to allow for higher level maintenance, chlorine control and overall pool quality.

R7. East Campus Chilled Water System Reconfiguration

Several buildings located on the Northern Illinois university campus are operated by stand-alone HVAC systems. The equipment comprising these systems has either reached the end of their recommended lifespan or will relatively soon. Due to equipment age, these systems have become costly to maintain and operate. Therefore, this project seeks to connect Anderson Hall, Engineering Building, Barsema Hall, Still Gym, Still Hall, and McMurry Hall to the east campus chilled water loop which is supplied by the East Chiller Plant. Based on preliminary evaluation, this would be a more cost and energy efficient method of cooling than replacing the existing equipment. It would also allow for the existing stand-alone systems to be removed. However, during peak load times, the chiller plant is already operated at its maximum capacity. The load requirements of the additional buildings will increase the required capacity beyond the maximum ability of the facility. The plant currently houses four chillers with space originally allocated for two new chillers for future use. New chillers are required to be provided and installed in the East Chiller Plant in the existing bays reserved for future use. The addition of the new chillers will also require additional cooling tower capacity to meet demand. Two additional cooling tower cells will be provided and installed in the two empty tower bays. Additionally, the campus has increasingly seen issues from added sediment within the chilled water loops and at terminal units. The added sediment has resulted in significant clogging which inhibits the chilled water system's ability to provide adequate cooling. A dirt and air separator will be provided and installed upstream of the chilled water system pumps.

R8. Visual Arts Building Structural Repairs

The 48-year-old Visual Arts building has developed severe fractures and spalling in the exterior concrete structural columns as well as many other structural, safety and water intrusion issues. This project will repair the structural interior and exterior columns and beams, tuck point the building in deteriorated areas, caulk all building expansion/control joints, caulk around all windows, replace the north and south entry stairs, replace the north entry deck area, replace or modify the first floor exterior railing, install improved draining at specific entry points of the building and regrade and replace on grade concrete at approaches to the building to prevent water intrusion.

R9. Campus Roadway Repairs

Most roadways serving the NIU campus were constructed and are owned by the university, except Lucinda Avenue, Normal Road, Carroll Avenue, Locust Street, and Annie Glidden Road. Much of the road construction coincided with the building surge in the 1950s and 1960s, though much of the East Campus road construction pre-dates that period. During the 1970s and 1980s several campus roadways were resurfaced, however, the only significant reconstruction projects that have been completed in recent years are Lucinda Ave, Castle Dr, Gilbert Dr, a section of Stadium Drive West, and a section of College Ave. Deterioration of campus streets has progressed to the point that maintenance efforts can no

longer keep up with the disintegration on a localized basis. In addition to normal freeze/thaw damage, repairs due to construction projects (underground utility replacement, etc.) have led to a patchwork of street surfaces each with seams that let more water penetrate and add to the deterioration. The additional burden of Huskie Bus traffic on university streets has accelerated the breakdown, particularly at bus stop locations. This project will reconstruct the pavement of such roads that are deemed to be in fair/poor condition, as well as make minor adjustments of any associated storm structures.

R10. Campus Wide Boiler Replacement – Phase II

The campus boiler system provides steam for heating both the east and west sides of the campus. As the existing steam system ages, many of its components have been decommissioned due to severe deterioration of the interior boiler tubes and apparatuses. The loss of one or more of the boilers creates a safety hazard for the heating plant, students, and university staff by putting the campus at risk of losing heat during the winter months. A university-wide boiler assessment, completed in 2017, provided a three-phase project for replacing the boilers at both heating plants and centralizing all steam production to a single central heating plant. Phase I of the project was funded in the FY19 legislation and will begin the process of replacing the outdated heat generation capacity of the university. Phase II of this project will continue this process by adding a third boiler to the newly constructed centralized plant. Additionally, this phase will upgrade the existing campus electrical system and replace aging equipment. Phase III of this project will be refined as Phase II nears completion. The completion of all three phases of this project will allow the new heat generation to be more reliable and more energy efficient. Moreover, all three phases of this project are required to fully eliminate the risk of a catastrophic boiler failure during peak winter demand. As each phase is completed, the risk is reduced; however, the risk of campus-wide impact will not be adequately mitigated until all three phases are complete.

R11. LaTourette Hall Control Valve and HVAC System Repairs

LaTourette Hall connects with Faraday Hall and together represent NIU's main academic Science building facility. LaTourette was constructed in 1995 and Faraday Hall in 1964. Critical work includes replacement of the control valves, safety modifications of existing lab fume hood system, and corrections to the building's HVAC system. The control valves represent a critical component in the control system of the building for maintaining proper pressurization of spaces as they support the proper operation of the fume hoods. However, because the existing valves in the building have aged to the point that replacement parts are no longer available, maintaining the required environments of the science spaces has become increasingly difficult. The fume hood system isolation and outside air dampers require replacements with fast-acting damper to allow for safe operation of the fume hoods. Additionally, the building HVAC system is failing to provide adequate humidity control within the building causing deteriorating issues such as failing fireproofing, duct insulation mold issues, condensate drains being inadequate and excessive corrosion to mechanical units.

R12. Monat Building Roof Replacement

The original roof on the NIU Monat Building was installed in 1968 and has deteriorated to the point that patching and intermediate repairs are no longer feasible. Water infiltration and secondary damage is occurring within the building whenever it rains. Roof replacement is necessary to correct the problem. The existing roofing system is a low slope 3 ply built-

up roof. The roof is over 11,600 square feet and will require roughly 1,000 feet of new roof flashing.

R13. Davis Hall Parapet Restoration

Northern Illinois university's Davis Hall was originally constructed in 1942. Over the years, through natural weathering, the masonry tuck pointing around the roof parapet has begun to severely deteriorate. Due to this natural deterioration, water has begun to infiltrate the masonry cavity, causing significant spalling and damage to the parapet wall. In order to avoid further damage, tuck pointing of existing masonry structure and restoration of masonry parapet is required to adequately address the water infiltration and falling debris hazard created by this deterioration.

R14. McMurry Hall Stone Repair

McMurry Hall, constructed in 1911, is a three-story solid brick masonry bearing wall structure with decorative cut limestone accents surrounding the doors, windows and eave line of the building. The masonry requires tuck pointing, and restoration to ensure the building exterior is kept weather-tight to protect the structural integrity of the bearing walls. The decorative limestone is in poor condition at the south entry and several other locations. The aluminum framed windows installed in 1963 are now worn and leaking and beyond the normal life expectancy for the material.

R15. Campus Telephone System Modernization

NIU's existing voice system is 25 years old and comprised of components that are no longer manufactured, and software no longer supported. The system is vulnerable to power outages, which not only compromises critical emergency communications, but also increases the risk of major component failure. In the past five years, four complete telephone system outages have been experienced due to power-related issues. Necessary component failure repairs have been dependent on finding spare parts from salvage distributors, which are increasingly becoming harder to find. This project will replace the existing system with a current generation telephone system that converges voice onto NIU's existing enterprise network using Voice-over-IP (VoIP) technology and leverages a geo-redundant architecture to ensure a robust service that is no longer dependent on a single telephone system facility.

R16. Primary Data Center Environmental Improvements

NIU's primary datacenter, located in Swen Parson, houses the majority of the university's enterprise application server, storage, and network infrastructure. Three key environmental components (uninterruptable power supply, fire suppression, and power distribution) supporting this datacenter are past useful life and in dire need of being replaced. These components are critical to providing a stable operating environment for the multi-million-dollar data management infrastructure. A failure of these components will directly impact major portions of the campus and support to academic course delivery. The uninterruptable power supply (UPS) system is several years beyond its useful life and is no longer able to be repaired when parts fail. The fire suppression is also beyond its useful life and may not be reliable, putting both the building and data system at risk for significant damage and causing severe campus impacts. The AC power distribution infrastructure within the data center needs to be replaced to ensure reliable and redundant power delivery.

R17. Critical Campus Wide ADA Deficiency Upgrades

Many of our university buildings were built before 1998 (Americans with Disabilities Act - ADA) and lack the needed amenities for individuals with disabilities. A 1994 study

completed by the CDB confirmed and highlighted deficiencies that exist on campus. For NIU to continue to provide sufficient facilities to our students, staff, and visitors with disabilities, NIU seeks to update various areas on campus to meet the current ADA code. Work will include, but not be limited to, the renovation of existing handicap toilet rooms, ramps, entry pathways and doors, lifts, service counters, adaptive hearing mechanisms, and exterior improvements to accommodate individuals with disabilities.

R18. Replace Water Main Central Campus

The NIU Campus domestic water main piping distribution system consists of looped piping networks interconnected with the City of DeKalb water distribution system at many points. In 1990, a utility system assessment effort was completed to recommend improvements to underground water distribution piping. The study recommended that 1,700 feet of the central campus 6-inch water main, installed in 1959, be replaced within 5 years of the report due to deterioration and capacity flow concerns to ensure maximum fire hydrant flows with minimum pressure drops during emergencies. This project will also include critically required valve vaults for isolating breaks without major disruption of water service.

R19. Campus Wide Boiler Replacement – Phase III

The campus boiler system provides steam for heating both the east and west sides of the campus. As the existing steam system ages, many of its components have been decommissioned due to severe deterioration of the interior boiler tubes and apparatuses. The loss of one or more of the boilers creates a safety hazard for the heating plant, students, and university staff by putting the campus at risk of losing heat during the winter months. A university-wide boiler assessment, completed in 2017, provided a three-phase project for replacing the boilers at both heating plants and centralizing all steam production to a single central heating plant. Phase I and Phase II of the project constructed a new central heating plant with three boilers and replaced existing infrastructure. Phase III of the project will complete the process of replacing the existing equipment. This phase will add a fourth steam generator to the central heating plant and decommission all the existing boilers and associated equipment at the East Heating Plant. The base option for this phase is to add a fourth natural gas fired boiler to the newly constructed central heating plant. The alternate option for this phase is to add a gas turbine and heat recovery steam generator (HRSG) to cogenerate steam and electricity for use on the campus. The ability to produce electricity for use throughout campus offers potential energy savings for the university. However, it is estimated that this option would cost approximately thirteen million dollars more than the base boiler option. A complete economic analysis will need to be completed during Phase I and II of the project to justify the cost difference. The completion of all three phases of this project will allow the new heat generation to be more reliable and more energy efficient. Moreover, all three phases of this project are required to fully eliminate the risk of a catastrophic boiler failure during peak winter demand. As each phase is completed, the risk is reduced; however, the risk of campus-wide impact will not be adequately mitigated until all three phases are complete.

STUDENT RECREATION CENTER – CHANGING ROOM REMODEL CAPITAL PROJECT DESIGN APPROVAL

Summary: The Student Recreation Center locker rooms are largely unchanged since the original construction in 1983. Student lifestyle and expectations, however, have changed significantly, and the existing configuration, fixtures, finishes, and infrastructure need to be updated to best align with needs and preferences for the diverse student population. Since recreation amenities are an influential factor for student recruitment, an investment to make the locker rooms more inclusive and appealing is considered worthwhile.

Background: A significant goal for the Recreation and Wellness Department is to lower barriers to fitness for all students. Creating a comfortable and welcoming environment for students and other patrons to come to work out is a key element of this goal.

The existing locker spaces were built prior to current ADA codes and more recent universal design principles. The existing plumbing and electrical fixtures are energy inefficient, existing lockers are in a state of disrepair and the spaces are configured in such a way that security monitoring by operations is challenging. The intent is to redesign the two locker room spaces into changing rooms accommodating to all patrons and configured to provide the levels of privacy desired by students.

Funding: Auxiliary Reserves, \$1,100,000

Recommendation: The Finance, Audit, Compliance, Facilities and Operations Committee recommends Board of Trustees approval of the Student Recreation Center - Changing Room Remodel Capital Project Design.

BOWL GAME PARTICIPATION EXPENSE

Summary: The university is requesting that the Board of Trustees delegate to the President, or designee, approval for all necessary and proper expenses related to NIU's participation in a post-season Bowl Game competition, including (but not limited to) the following: the Bowl agreement(s), expenses relating to ticketing, tickets, travel/transportation, lodging, rentals, insurance, dining, beverages (non-alcoholic), fees, services, broadcast rights, apparel, commodities, equipment and supplies. Further, such approval is requested to also authorize the President, or designee, to undertake all business transactions necessary in relation to an anticipated upcoming Bowl event, reporting actions taken where required beyond customary authorizations at a subsequent meeting of the Board.

Background: For ten of the past eleven football seasons, the NIU football team has been invited to participate in a post-season Bowl Game. Through a shared cost model, the Mid-American Conference and respective institutions participating in bowl games account for the costs (amount established each fiscal year).

Funding: Institutional – Local Funds, Intercollegiate Athletics

Recommendation: The Finance, Audit, Compliance, Facilities and Operations Committee recommends Board of Trustees approval of the Bowl Game participation expense.

Amount Paid in FY19: \$550,000

Amount Paid in FY18: \$460,000

Amount Paid in FY17: not applicable

Amount Paid in FY16: \$875,000

ORAL ENGLISH PROFICIENCY ANNUAL REPORT 2017-2018

The governing Boards of Illinois public institutions are required by Public Act 84-1434 (110 ILCS 685/30-70) to take appropriate steps to ensure the oral English language proficiency of all individuals who provide classroom instruction. In order to comply with this statute, universities are expected to implement policies and practices that verify oral English language proficiency in the delivery of classroom instruction. It is further required by NIU Board of Trustees Regulations, Section 1.F., that the University maintain a record of this compliance on behalf of the Board of Trustees.

Northern Illinois University has taken a series of steps to make certain that classroom instruction is not affected by lack of English proficiency. Graduate teaching assistants whose native language is not English, and who are engaged in oral instruction in the classroom, must have achieved a score of at least 50 on the Speaking Proficiency English Assessment Kit (SPEAK), or its equivalent (unless the language of instruction is not English). The university offers assistance for instructors and faculty to improve their oral English proficiency beyond the minimum requirement. This is done through clinics in two departments: 1) the English as a Second Language (ESL) Clinic in the Department of English; and 2) the Speech, Language and Hearing Clinic in the Department of Allied Health and Communicative Disorders. These efforts have resulted in a decline in the number of student complaints related to oral English proficiency.

The oral English proficiency requirement of the State of Illinois is clearly communicated in several university publications, including the *Student Handbook*, the *Undergraduate Catalog* and the *Graduate Catalog*. The university also takes advantage of its orientation programs and its university-wide orientation course (UNIV 101) to inform students about NIU's policy on oral English proficiency. Included in these announcements of the policy is the procedure by which students can communicate any complaints.

All academic departments are asked annually to document student complaints regarding English proficiency and the corrective actions that were taken to remedy the problem. All student complaints are investigated, and prompt action is taken as appropriate. Of the 48 departments that were requested to provide information on ESL, no complaints were received.

The departmental reports are kept on file in the Office of the Provost.

Northern Illinois University

**COMPLAINTS REGARDING ORAL ENGLISH COMMUNICATION
OF INSTRUCTIONAL PERSONNEL**

Academic Year 2017-2018

No complaints were reported

| Complaint Number | Departmental Unit | Professional Status of Instructional Person | Resolution |
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2018-2019 FACULTY EMERITUS RECOGNITION

Universities have a long tradition of granting emeritus status to faculty who retire in good standing. Northern Illinois University has created a regular process for the identification of retirees for whom the emeritus designation is appropriate. A list of ranked faculty who have announced or finalized retirements during the fiscal year, is prepared annually by Human Resource Services and reviewed by the Provost for presentation to the Board of Trustees. The University hereby informs the Board of Trustees of the retired faculty members designated as emeritus for FY20.

The faculty being granted emeritus status, with their departments, ranks, and any special status, and dates of retirement are as follows:

| Name | Department | Rank and Special Status | Retirement Date |
|------------------------|------------------------------------|--------------------------------|------------------------|
| Baker, Gary M | Chemistry and Biochemistry | Associate Professor | 7/1/2019 |
| Barbe, J Katharina | World Languages and Cultures | Associate Professor | 7/1/2019 |
| Brubaker, Jana P | Libraries | Associate Professor | 7/1/2019 |
| Cordes, Mark W | Law | Professor | 7/1/2019 |
| Cozad, Mary Lee | World Languages and Cultures | Assistant Professor | 6/1/2019 |
| Dabrowski, Bogdan M | Physics | Professor – PRSAP | 1/1/2019 |
| Fisher, Teresa A | Counseling and Higher Education | Professor | 7/1/2019 |
| Gebo, Daniel L | Anthropology | Professor – BOT/ PRSAP/PTP | 6/1/2019 |
| Haji-Sheikh, Michael J | Electrical Engineering | Professor | 2/1/2019 |
| Hovde, Karen Jane | Libraries | Associate Professor | 7/1/2019 |
| Jeria, Jorge M | Counseling and Higher Education | Professor | 8/1/2018 |
| Kahn, Kathryn A | Art and Design | Associate Professor | 6/1/2019 |
| Krishnamurthi, Murali | Industrial and Systems Engineering | Professor - PTP | 7/1/2019 |
| Lofaso, Christine P | Art and Design | Professor | 6/1/2019 |
| Lonergan, David F | Libraries | Professor | 8/1/2018 |
| Molnar, Andrea Katalin | Anthropology | Professor | 6/1/2019 |
| Nissen, Christopher K | World Languages and Cultures | Professor | 6/1/2019 |
| Peddle, Michael T | Public Administration | Associate Professor | 6/1/2019 |
| Ponzo, Mark A | Music | Professor | 7/1/2019 |
| Quinn, Steven D | Art and Design | Associate Professor | 6/1/2019 |
| Rosenbaum, Alan | Psychology | Professor | 7/1/2019 |
| Stafstrom, Joel P | Biological Sciences | Associate Professor | 6/1/2019 |
| Swanson, Diana | English | Professor | 1/1/2019 |
| Thompson, Carol | Physics | Professor | 6/1/2019 |

FISCAL YEAR 2019 REPORT OF TUITION AND FEE WAIVERS

The Illinois Board of Higher Education issued Tuition and Fee Waiver Guidelines for Illinois Public Universities in June 1999, which was amended in February 2000. These guidelines include the requirement that tuition and fee waivers granted during the fiscal year be reported to each university's Board of Trustees. Pursuant to that requirement, the university has prepared the following report.

The Tuition and Fee Waiver Report includes all waivers processed and applied for FY19, through August 31, 2019, as required by the IBHE.

FISCAL YEAR 2019
TOTAL TUITION AND FEE WAIVERS

(\$ in thousands)

| (in thousands of dollars) | Number of Recipients (unduplicated) | Tuition Waived | | Fees Waived | |
|--|--|--|------------------|--|------------------|
| | | Number of Recipients (unduplicated) | Value of Waivers | Number of Recipients (unduplicated) | Value of Waivers |
| <u>MANDATORY WAIVER CATEGORY</u> | | | | | |
| PROGRAM: | | | | | |
| Teacher Special Education | 73 | 73 | \$ 647 | 69 | \$ 208 |
| General Assembly | - | - | - | - | - |
| ROTC | 40 | 38 | 229 | 27 | 2 |
| DCFS | 40 | 40 | 212 | 25 | 28 |
| Children of Employees | 143 | 143 | 611 | - | - |
| Senior Citizens | 5 | 5 | 32 | - | - |
| Honorary Scholarships | - | - | - | - | - |
| Veterans Grants & Scholarships* | 359 | 359 | 2,531 | 214 | 235 |
| Other (please specify) ** | - | - | - | - | - |
| | - | - | - | - | - |
| | - | - | - | - | - |
| Unduplicated Mandatory Waiver Count Total *** | 655 | | \$ 4,262 | 332 | \$ 473 |

DISCRETIONARY WAIVERS CATEGORY

| | | | | | |
|--|--------------|-----|------------------|-----------|--------------|
| PROGRAM: | | | | | |
| Faculty/Administrators (Non-Civil Service) | 120 | 120 | \$ 464 | 5 | \$ 3 |
| Civil Service | 176 | 176 | 664 | 67 | 75 |
| Interinstitutional/Related Agencies | 42 | 42 | 143 | - | - |
| Retired University Employees | 10 | 10 | 31 | 2 | 1 |
| Children of Deceased Employees | 4 | 4 | 34 | 3 | 8 |
| Children of Employees | - | - | - | - | - |
| Academic/Other Talent | 694 | 694 | 3,167 | - | - |
| Athletic | 200 | 200 | 1,576 | - | - |
| Gender Equity in Intercollegiate Athletics | 185 | 185 | 1,423 | - | - |
| Foreign Exchange Students | - | - | - | - | - |
| Out-of-State Students | - | - | - | - | - |
| Foreign Students | 16 | 16 | 181 | - | - |
| Fellowships | 10 | 10 | 39 | - | - |
| Student Need - Financial Aid | 1 | 1 | 9 | - | - |
| Student Need - Special Programs | 3 | 3 | 12 | - | - |
| Cooperating Professionals | 360 | 360 | 908 | - | - |
| Research Assistants | 549 | 549 | 3,480 | - | - |
| Teaching Assistants | 954 | 954 | 6,795 | - | - |
| Other Assistants | 191 | 191 | 1,470 | - | - |
| Contract/Training Grants | 23 | 23 | 175 | - | - |
| Other (please specify) *** | - | - | - | - | - |
| | - | - | - | - | - |
| Unduplicated Discretionary Waiver Count Total *** | 3,289 | | \$ 20,571 | 76 | \$ 87 |

| Unduplicated Summary Tuition and/or Fees | Number of Recipients | Total Value of Waivers |
|---|----------------------|------------------------|
| Mandatory Waiver Category Total*** | 655 | \$ 4,735 |
| Discretionary Waiver Category Total*** | 3,289 | \$ 20,658 |
| Total count of Waivers**** | 3,944 | \$ 25,393 |

* Illinois Veterans Grants (ISAC), Illinois National Guard Grants (ISAC), and POW/MIA Scholarships (Department of Veterans' Affairs). Included are only the waived (unfunded) portion of these grants.

** Other waiver categories must be approved by the Board of Higher Education prior to reporting.

*** Each recipient is counted only once in the unduplicated count even if they benefited from multiple waivers during the academic year.

**** Each recipient is counted only once in the Total Count of Waivers even if they benefited from a mandatory and a discretionary waiver.

Agenda Item 8.b.4. *Information*

September 12, 2019

FISCAL YEAR 2019 ANNUAL REPORT OF CASH AND INVESTMENTS FOR PERIOD ENDING JUNE 30, 2019

In accordance with the approved University Investment and Cash Management Policy, this report on investments is submitted at the end of each calendar quarter to the Board of Trustees. This report is required by Board of Trustees *Regulations* (Section V, Subsection D). The following schedules are included:

- Report of Depositories as of June 30, 2019
- Cash and Investment Holdings Summary as of June 30, 2019
- Investment Earnings for the quarter ended June 30, 2019

The Investment Committee is responsible for monitoring compliance with the University's Investment and Cash Management Policy. The investment goals, as stated in the policy, are to insure the preservation of principal and maintain compliance with applicable state laws, rules, regulations, debt covenants, and Board of Trustees Regulations while meeting cash flow needs and earning a yield acceptable to conservative investment managers.

The *Report of Depositories* is submitted annually, along with the University [*Investment and Cash Management Policy*](#). The depository report summarizes deposits and withdrawals in each bank account during the fiscal year. The ending balances reflect bank statement amounts and may differ from university financial records due to reconciling items. The *Report of Depositories* does not include the fixed income portfolio that contains \$36 million in agency and Treasury notes.

The *Cash and Investment Holdings Summary* at June 30, 2019 shows NIU's total holdings of \$175.3 million, which is down \$13 million from the previous year due to the timing of State reimbursements. A notable difference in holdings between fiscal years 2018 and 2019 is the portfolio composition. In fiscal year 2018, fixed income securities, agency and Treasury notes, comprised 40% of the portfolio, while cash and cash equivalents made up 60%. At June 30, 2019, only 20% of the holdings are in fixed income securities while 80% are in cash and cash equivalents. This shift in asset allocation is a strategic investment and cash management decision based on current market conditions. Near the end of the first quarter 2019, the yield curve inverted resulting in higher yields from short-term investments, such as bank savings accounts and money markets, than from fixed income securities.

The *Investment Earnings* report shows the interest earnings for the 4th quarter at \$1,044,118, which is \$257,000 more than the same quarter of fiscal year 2018. This is a result of rising interest rates over the past year and the investment strategy mentioned above. The annualized rates of return steadily increased throughout fiscal year 2019 from 1.73% to 2.27%.

There are speculations that the Federal Reserve will reduce the federal funds interest rate twice this calendar year. If this occurs, it is likely investment yields will also decline. The inverted yield curve historically precedes a recession; however, the economy still shows growth. There is uncertainty among economists of a recession. Treasury Operations and the University Investment Committee will continue to monitor market conditions and implement strategies that will maximize earnings while safeguarding the university's holdings.

Northern Illinois University
REPORT OF DEPOSITORIES
For the Year Ended June 30, 2019

| | Beginning Balance 7/1/2018 | Deposits* | Withdrawals* | Ending Balance 6/30/2019 |
|---|----------------------------------|-------------------------|-------------------------|--------------------------------|
| Amalgamated Bank | | | | |
| Series 2010 Build America Bonds | \$21,341,738 | \$12,568,754 | \$20,414,263 | \$13,496,229 |
| Series 2011 Revenue Bonds | - | 7,072,538 | 7,072,538 | - |
| Series 2014 Certificates of Participation | - | 1,507,200 | 1,507,200 | - |
| | \$ 21,341,738 | \$ 21,148,491 | \$ 28,994,000 | \$ 13,496,229 |
| First National Bank | | | | |
| Investment | \$ 2,595,657 | \$ 101,753,790 | \$ 103,939,484 | \$ 409,963 |
| Project Funds | 64,775 | 2,014,448 | 2,078,511 | 712 |
| | \$ 2,660,432 | \$ 103,768,238 | \$ 106,017,995 | \$ 410,675 |
| First Midwest Bank | | | | |
| Credit Card Account | \$ 50,000 | \$ 63,726,205 | \$ 63,726,205 | \$ 50,000 |
| Deposit Account | 159,411 | 116,949,702 | 116,565,297 | 543,816 |
| Disbursement Account | 50,000 | 81,851,427 | 81,851,427 | 50,000 |
| Investment Account | 46,955,862 | 392,855,393 | 387,066,466 | 52,744,789 |
| Payment Account | 50,000 | 422,976,807 | 422,976,807 | 50,000 |
| Payroll Account | 79,215 | 155,424,288 | 155,381,501 | 122,002 |
| | \$ 47,344,488 | \$ 1,233,783,822 | \$ 1,227,567,703 | \$ 53,560,607 |
| JP Morgan Chase Bank | | | | |
| CD | \$ - | \$ 1,000,000 | \$ - | \$ 1,000,000 |
| Illinois National Bank | | | | |
| NIU Operations- IL Funds | \$ 5,000 | \$ 182,467 | \$ 182,477 | \$ 4,990 |
| US Bancorp Fund Services | | | | |
| NIU Operations- IL Funds | \$ 40,913,872 | \$ 82,061,937 | \$ 52,000,000 | \$ 70,975,809 |
| Total For All Banks | \$ 112,265,530 | \$ 1,441,944,955 | \$ 1,414,762,175 | \$ 139,448,310 |

* Deposits and Withdrawals include interaccount transfers.

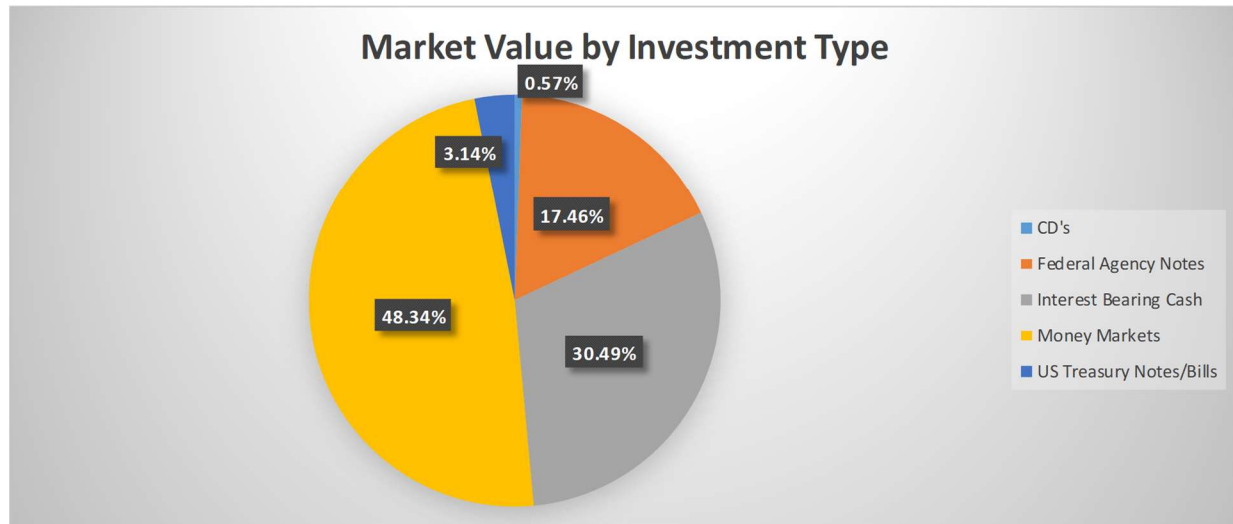
The balances and activity reflected on this report are taken from bank statements and may not necessarily reflect those amounts recorded in the university financial records due to reconciling items.

NORTHERN ILLINOIS UNIVERSITY
CASH and INVESTMENT HOLDINGS SUMMARY

June 30, 2019

For Fiscal Year 2019

| Investment Type | Purchase Price/ Ending Bal * | Book Value ** | Market Value *** |
|---|---------------------------------|-----------------------|-----------------------|
| CD's: | | | |
| Local Funds | \$ 1,000,000 | \$ 1,000,000 | \$ 1,000,000 |
| Federal Agency Notes: | | | |
| Local Funds | \$ 30,281,836 | \$ 30,491,996 | \$ 30,517,152 |
| Interest Bearing Cash Accounts: | | | |
| Local Funds | \$ 53,276,754 | \$ 53,276,754 | \$ 53,276,754 |
| Project Funds | 712 | 712 | 712 |
| | <u>\$ 53,277,466</u> | <u>\$ 53,277,466</u> | <u>\$ 53,277,466</u> |
| Money Markets: | | | |
| Local Funds | \$ 70,975,810 | \$ 70,975,810 | \$ 70,975,810 |
| Project Funds | 13,496,229 | 13,496,229 | 13,496,229 |
| | <u>\$ 84,472,039</u> | <u>\$ 84,472,039</u> | <u>\$ 84,472,039</u> |
| US Treasury Notes/Bills: | | | |
| Local Funds | \$ 5,527,960 | \$ 5,494,243 | \$ 5,481,991 |
| TOTAL INVESTMENT HOLDINGS | \$ 174,559,301 | \$ 174,735,744 | \$ 174,748,648 |
| Non-interest Bearing Cash | \$ 784,006 | \$ 784,006 | \$ 784,006 |
| TOTAL CASH & INVESTMENT HOLDINGS | \$ 175,343,307 | \$ 175,519,750 | \$ 175,532,654 |
| TOTAL REPORTED FOR 06/30/2018 | \$ 188,503,863 | \$ 188,514,731 | \$ 188,313,377 |



* Amounts per Bank and Investment Statements

** Purchase price, net of accumulated amortization of premiums and discounts

*** Estimated price for which an investment would sell in the marketplace

Assets reported in the CASH and INVESTMENT HOLDINGS SUMMARY comply with the Illinois Public Funds Investment Act (30 ILCS 235) and the NIU Investment and Cash Management Policy

**NORTHERN ILLINOIS UNIVERSITY
INVESTMENT EARNINGS
For Fiscal Year 2019
April 1, 2019 - June 30, 2019**

| | June 30 Ending Balance | Average Daily Investment Balance | Percent of Portfolio | Income Earned | Annualized Rates of Return | | | |
|--|------------------------------|--|----------------------------|---------------------|-------------------------------|---------------|---------------|---------------|
| | | | | | FY 2019 | | | |
| | | | | | 4th Qtr | 3rd Qtr | 2nd Qtr | 1st Qtr |
| Short-Term Investment Accounts | | | | | | | | |
| Illinois Funds | \$ 70,975,810 | \$ 59,392,800 | 32.17% | \$ 360,625 | 2.435% | 2.448% | 2.244% | 1.971% |
| Investment Accounts - Financial Institutions | \$ 53,276,754 | \$ 57,270,864 | 31.02% | \$ 353,678 | 2.477% | 2.424% | 2.279% | 2.025% |
| Investment Accounts - Project Funds | \$ 13,496,941 | \$ 15,861,078 | 8.59% | \$ 88,786 | 2.245% | 2.052% | 1.735% | 1.454% |
| CD's | \$ 1,000,000 | \$ 1,000,000 | 0.54% | \$ 562 | 1.710% | - | - | - |
| ST Investment Accounts Total | \$ 138,749,504 | \$ 133,524,742 | 72.33% | \$ 803,651 | 2.414% | 2.371% | 2.138% | 1.878% |
| Fixed Income Securities | | | | | | | | |
| Local Funds | \$ 35,809,796 | \$ 51,077,665 | 27.68% | \$ 240,467 | 1.883% | 1.475% | 1.643% | 1.537% |
| Fixed Income Securities Total | \$ 35,809,796 | \$ 51,077,665 | 27.68% | \$ 240,467 | 1.883% | 1.475% | 1.643% | 1.537% |
| Non-interest Bearing Cash | \$ 784,006 | \$ - | - | - | - | - | - | - |
| COMBINED TOTAL | \$ 175,343,306 | \$ 184,602,407 | 100.00% | \$ 1,044,118 | 2.27% | 2.03% | 1.90% | 1.73% |

Assets reported in INVESTMENT EARNINGS BY TYPE AND DURATION comply with the Illinois Public Funds Investment Act (30 ILCS 235)
and the NIU Investment and Cash Management Policy

**FISCAL YEAR 2019 ANNUAL SUMMARY REPORT
OBLIGATION OF FINANCIAL RESOURCES**

| Category | Number of Purchase Orders | Percentage | Dollar Volume | Percentage |
|-------------------------------------|------------------------------|-------------|----------------------|-------------|
| \$0 to \$25,000 ¹ | 1963 | 78.11 | \$ 13,648,647 | 7.90 |
| \$25,001 to \$100,000 ¹ | 399 | 15.88 | 20,926,560 | 12.11 |
| \$100,001 to \$250,000 ² | 81 | 3.22 | 13,565,008 | 7.85 |
| \$250,001 to \$500,000 ³ | 28 | 1.11 | 9,434,822 | 5.46 |
| Over \$500,000 ³ | 42 | 1.67 | 115,191,141 | 66.67 |
| TOTAL | 2,513 | 100% | \$172,766,178 | 100% |

The Annual Summary Report on the Obligation of Financial Resources is required by the Board of Trustees Regulations and supplements the “Periodic Summary Report of Transactions” which is presented on a quarterly basis.

Transactions reported to and/or approved by the Board of Trustees throughout the fiscal year and those included in the Quarterly Summary Report of Transactions reflect the maximum approved amount that orders may not exceed. Pursuant to this authority, the Annual Summary Report outlined above reflects orders actually placed including purchases, professional services, and capital projects.

¹ Authorizations for transactions less than \$100,000 are approved at the University level (above \$25,000 by the President).

² Authorizations for purchases and capital projects between \$100,000 and \$250,000 are approved by the President and periodically reported to the Board of Trustees.

³ Authorizations for purchases and capital projects exceeding \$250,000 are presented for approval by the Board of Trustees.

**QUARTERLY SUMMARY REPORT OF TRANSACTIONS IN EXCESS OF \$100,000
FOR THE PERIOD APRIL 1, 2019 THROUGH JUNE 30, 2019**

| Purchase Amount | No. of Transactions | *Appropriated | Non-Appropriated | Total |
|------------------------|----------------------------|----------------------|-------------------------|--------------|
| Over \$100,000 | 15 | \$504,025 | \$2,369,825 | \$2,873,850 |

TRANSACTIONS DETAIL:

Purchases:

1. Materials Management requested permission to establish an open order to provide commodities and repair parts needed for various maintenance and operational units of the University for the period of July 1, 2019 - June 30, 2020. This order was exempt from the Illinois Procurement Code, because they are below the bid threshold. (WW Grainger, Downers Grove, IL) 150,000
2. The Division of Information Technology requested permission to renew a contract with DeKalb County to provide services including billing for Community Anchor Institutions (CAI) through USAC using the DATA network. This PO is used for the accounting of funds that are received from CAI's that the County in turn bills for as the funds are received by NIU. Because the vendor is a governmental agency, this purchase was exempt from posting on the Illinois Procurement Bulletin. (DeKalb County Government, DeKalb, IL) 160,000
3. An increase was required to pay an updated invoice which reflects "refunded amounts" and MAC Tournament 1st Round official's game fees. The original amount was \$98,000 and the requested increase was \$3,500, which exceeds \$100,000. This order was posted on the Illinois Procurement Bulletin under sole source JMT163249. (Mid-American Conference, Cleveland, OH) 101,500
4. Information Technology Services requested permission to purchase a conference and event scheduling system. This system will replace various calendar systems used across all NIU campuses over the course of the next fiscal year. This engagement was supported by the award for RFP #KMC053118 as advertised on the Illinois Procurement Bulletin. (Ungerbroeck Systems International, O'Fallon, MO) 170,000
5. Research & Innovation Partnerships requested permission to enter into a contract with Northern Illinois Research Foundation (NIRF), established as a not-for-profit 501(c)(3) in Illinois for the principal purpose of aiding and assisting Northern Illinois University in advancing its economic development, public service and research and educational mission. This contract will be for the period of July 1, 2019 - June 30, 2020. This order was exempt from posting on the Illinois Public Higher Education Procurement Bulletin. (Northern Illinois Research Foundation, DeKalb, IL) 230,000

- | | | |
|-----|---|-----------|
| 6. | The Division of Information Technology requested permission to enter into an agreement for telephone trunking services. This purchase was completed as a sole source #KMC22613 and will be posted to the Illinois Procurement Bulletin. (Frontier North, Sycamore, IL) | 235,000** |
| | Appropriated/Income Funds-\$196,500; Institutional/Local-\$38,500 | |
| 7. | Renewal was required of an FY20 open order for educational material and data used for non-credit courses offered for preparation for Human Resource certifications for the period of July 1, 2019 - June 30, 2020. This is the seventh of nine one-year renewal options. The sole source renewal was advertised in the Illinois Public Higher Education Procurement Bulletin and has been waived by the PPB. (Society for Human Resource Management, Eagan, MN) | 130,000 |
| 8. | The National Safety Education Center requested permission to issue an FY20 open order to the following host site to offer OSHA courses to be taught during the period of July 1, 2019 - June 30, 2020. This order is exempt from the Illinois Procurement Code, according to Section 30 ILCS 500 / 1-13(b)(2). (Minnesota Safety Council, St. Paul, MN) | 150,000 |
| 9. | The National Safety Education Center requested permission to issue an FY20 open order to the following host site to offer OSHA courses to be taught during the period of July 1, 2019 - June 30, 2020. This order is exempt from the Illinois Procurement Code, according to Section 30 ILCS 500 / 1-13(b)(2). (Construction Safety Council, Hillside, IL) | 200,000 |
| 10. | The Bursar Office requested permission to issue an FY20 open order for collection agency commission for commercial accounts receivable, agency collections, and Perkins collections for the period of July 1, 2019 - June 30, 2020. This order was exempt from advertising on the Illinois Procurement Bulletin because the vendor is a pre-approved IPHEC vendor. (National Credit Management, St. Louis, MO) | 130,000 |
| 11. | The Bursar Office requested permission to issue an FY20 open order for collection agency commission for commercial accounts receivable, agency collections, and Perkins collections for the period of July 1, 2019 - June 30, 2020. This order was exempt from advertising on the Illinois Procurement Bulletin because the vendor is a pre-approved IPHEC vendor. (Conserve, Fairport, NY) | 130,000 |
| 12. | The Bursar Office requested permission to issue an FY20 open order for collection agency commission for commercial accounts receivable, agency collections, and Perkins collections for the period of July 1, 2019 - June 30, 2020. This order is exempt from advertising on the Illinois Procurement Bulletin because the vendor is a pre-approved IPHEC vendor. (Alltran Education, Inc., Houston, TX) | 130,000 |

Capital Improvement Projects:

1. Flooring in the residential rooms of Neptune East was experiencing a failure where the floor tile is releasing from the subfloor. The result was a safety concern and needed to be addressed prior to student occupancy for the fall semester beginning in August, Neptune East wing was already tracking to be filled to capacity beginning in the fall semester, this is largely due to the upgrade project scope of work in this wing. 242,000

This issue was believed to be a warranty issue that may eventually be reimbursed. However, due to the tight timing to ensure the rooms are ready for the start of the fall semester, and to avoid a business interruption that could create a monetary loss, the work needed to proceed in advance of settling any warranty claim with the manufacturer.

A budget not to exceed \$242,000 was requested to complete this floor replacement using an outside contractor with the understanding that the university is pursuing compensation from the flooring manufacturer for replacement of the floor product. The university is also pursuing independent testing and inspections services as part of this project with the goal of pursuing further compensation from the manufacturer for reinstallation cost.
2. On an annual basis, maintenance and repairs are required at the East Heating Plant each summer to ensure that the aging steam boilers and associated steam distribution equipment at the East Plant will have the ability and capacity to operate and generate steam needed for the entire campus during the winter season. Many of the repairs are related to worn, broken or non-functioning steam valves, nozzles, gauges, vents, expansion joints, control calibration equipment and other failed equipment that can cause serious operational and safety hazards or problems if not operating properly. To ensure that the reliable and safe steam production capacity is available for the next winter season, the maintenance and repairs needed to be completed during the summer shutdown of the East Heating Plant. 127,650**

Work will be completed by a combination of outside contractors and in-house workforce under the coordination of a NIU project manager.

Appropriated/Income Funds-\$63,825; Institutional/Revenue Bond-\$63,825
3. The work under this Repair Project consisted of and is not limited to providing all supervision, labor, materials, tear down and installation, quality assurance and other related services as required to repair the roofs at Dusable, Grant A-B Towers and to the skylights in Stevenson central complex. General scopes of work to include the following: 115,000**
 - DuSable: repair of approximately a 40' x 170' area with a silicone coating
 - Grant A-B towers: repair approximately 4000' of seams
 - Stevenson central: repair flashing around skylights and improve drainage around the area of the skylights.

Work will be completed by outside contractors and in-house workforce under the coordination of a NIU project manager.

Appropriated/Income Funds-\$30,000; Institutional/Revenue Bond-\$85,000

4. This was a reauthorization due to a revised fund source. The project was previously approved December 14, 2018. Security camera repairs and upgrades were required to improve and enhance the safety of the Stevenson residential complex. The project implements a security camera proof of concept design that will determine the feasibility and functionality of an end-to-end network security camera architecture for the campus. The project will reduce identified physical access vulnerabilities, provide new camera coverage, increase camera footage availability, simplify and secure access to camera footage, provide new capabilities to reduce the time to pull security camera footage related to incidents, and provide integration with existing door access systems. 130,000
- Work to be completed by a combination of outside contractors and in-house workforce under the coordination of a NIU project manager.
5. The existing Press Box at the Soccer Field Complex is beyond its useful life and needs to be replaced. The existing prefabricated structure is over ten years old. Windows, walls and flooring are failing due to water infiltration that has gradually been increasing over time. Replacement of the structure is needed to ensure the condition of the press box is comparable with today's student, staff and visitor expectations. 129,000
- Work will be completed by outside contractors under the supervision of an NIU project manager.
6. This project was previously approved as part of the September 21, 2018 Presidents Report for \$130,500. Additional funding was determined to be necessary after detailed design review determined the need for mechanical exhaust modifications to accommodate the studios' art activities. The below budget increase provided the necessary additional work. 213,700*
- Original project summary: The Art Department had student and faculty artist studios located in the Art Annex Building at 2211 Sycamore Road. Program Prioritization recommended that the art studios be relocated back to main campus to make the best use of underutilized space. To accommodate the relocation of the art studios to Grant Towers South, new entry door configurations, new locks and security modifications were included to allow the use of the tower space for studios while maintaining security for the residents in Grant North. Minor clean-up and repairs were made including minor maintenance to the mechanical and electrical infrastructure.
- Work will be completed by outside contractors and in-house workforce under the supervision of an NIU project manager.

STATE LEGISLATIVE UPDATE

2019 Legislative Session Overview

This past spring session, NIU was tracking the status of nearly 20% of the over 6,000 bills filed in Springfield. The session brought many issues to the forefront of discussions at the state level, and there were many successes that came out of the legislative session including the following achievements:

1. Engagement with more than one-third of the 175 members of the General Assembly.
2. Passage of legislation that will allow NIU and its sister institutions to sell unused property and retain the funds for costs associated with maintenance. As of July 25, this legislation was on the Governor's desk awaiting signature into law.
3. Successful advocacy for increased operating appropriations and new capital funding for NIU's top priority new capital project, as well as a discretionary lump sum for renovations and repairs at a level exceeding the requested industry-standard Plant Replacement Value.
 - a. The 5 percent increase for NIU operations is the largest increase received from the State in nearly two decades.
 - b. This is the first time since Fiscal Year 2010 that NIU has received new capital funding.
4. Successful advocacy efforts to oppose various pieces of legislation as filed, including mandates that would have prohibited the University from taking criminal history of applicants into consideration, or required a prescribed, one-size-fits-all approach to remedial education and course placement.
5. The planning and execution of NIU's first Advocacy Day in Springfield, which was attended by 38 advocates including alumni, students, faculty, staff and campus leadership.
6. The passage of an AIM High trailer bill with language drafted by NIU, mitigating internal concerns over funding for the program in out-years.

Key legislative issues worth mentioning include the following:

- Admission of Illinois high school graduates in the Top 10 percent of their class(es)
- Criminal history in application and admissions process
- Developmental education initiatives
- Discovery Partner's Institute, the Illinois Innovation Network and the Northern Illinois Center for Community Sustainability (NICCS)
- FAFSA mandate for Illinois high school students
- Gaming expansion and legalization of sports betting
- Joint Taskforce on Higher Education Supplier Diversity
- Legalization of recreational cannabis
- Mandates pertaining to mental health support services
- Minimum wage
- Passage of the Retention of Illinois Students and Equity (RISE) Act
- Sale of university-owned property
- Sales tax incentives for data centers
- Teacher licensure testing and assessment reform

Ongoing Initiatives

While the regular legislative session for 2019 has concluded, a number of state relations initiatives remain ongoing, including the following:

- Collaboration with the other public universities on issues including data collection, legislative agenda construction, and the newly formed coalition for Illinois higher education.
- Two fall retreats for the Illinois public university legislative liaisons.
- Joint in-district meetings with the University of Illinois' state relations members to discuss the economic impact of higher education with various representatives and senators, including all members of the bicameral Higher Education Working Group.
- In-district meetings with members of the NIU Caucus and planning of upcoming Caucus events.
- Coordination with the NIU Alumni Association's advocacy committee on various fall and spring events.
- Updating advocacy materials and NIU's legislative agenda for the spring 2020 session.
- Discussions with the Governor's Office regarding its various higher education initiatives, most specifically including plans for a unified application as well as interest in each university's capital project priorities.

Spring 2020 Initiatives and Goals

For the upcoming session, we anticipate many of the issues discussed this past year will again resurface, and anticipate additional issues being brought to the forefront. In terms of NIU's proactive agenda, the following goals are proposed:

1. Continue to cultivate understanding for increased investment in higher education among members of the General Assembly with the intent of receiving a funding increase for Fiscal Year 2021.
2. Achieve the release of state capital funding for immediate priorities requiring the release of funds in Fiscal Year 2020.
3. Begin to advance legislation that will streamline Grant Accountability and Transparency Act (GATA) reporting requirements with federal reporting requirements in order to reduce workload and increase efficiencies for grant processing.
4. Work with various stakeholders to identify ways in which supplier diversity goal attainment can be increased.
5. Yield a higher percentage of consistent engagement and support from NIU Caucus members.

The Board of Higher Education has also presented possible legislative agenda items to the Illinois Public University Presidents and Chancellors Group, in hopes of collaborating on these various items in the upcoming session. While there has not yet been formal agreement or coordination discussed, the items proposed by IBHE for consideration include the following:

- Review of the Truth-in-Tuition Act
- Reinstatement of Certificates of Participation
- Strengthening of academic needs assessment procedures for out-of-state institutions seeking to offer programs in Illinois
- Reform of current statutory administrative procedures pertaining to auxiliary (non-state) capital project approval for projects exceeding \$2 million

FEDERAL RELATIONS REPORT

The following report covers work conducted by the Northern Illinois University Office of Federal Relations (OFR) from July 1, 2018 – June 30, 2019. During this period, OFR worked in Washington, DC, and on campus to advance NIU's federal policy priorities; connect NIU students, faculty, and administrators to policymakers; and raise awareness of NIU's strengths among federal policymakers and the broader national higher education and science policy community.

By the Numbers

- 3 – Congressional receptions featuring NIU
- 12 – Meetings/engagements between federal agencies or national organizations and NIU visitors to Washington, DC.
 - Agencies: Department of Energy (x2), Department of State, National Science Foundation (x2), U.S. Supreme Court, White House Office of Science and Technology Policy
 - National Organizations: American Association for the Advancement of Science, American Chemical Society, National Academies of Science, Engineering, and Medicine, The Science Coalition, US Chamber of Commerce Foundation
- 6 – Visits to NIU by dignitaries: Senator Durbin, Senator Duckworth, Rep. R. Davis, Rep. Foster, Rep. Kinzinger, Rep. Underwood
- 10 – Off-campus meetings between Members of Congress and NIU: Senator Durbin, Senator Duckworth, Rep. Bacon, Rep. Bustos, Rep. Casten, Rep. Foster, Rep. Garcia, Rep. Kelly, Rep. Krishnamoorthi, Rep. Underwood
- 43 – Meetings on Capitol Hill for NIU visitors to Washington, DC
- 150 – Meetings between OFR Director Anna Quider and staff from congressional offices, the Administration, and federal agencies or requests for information from federal staff

Advocacy

OFR facilitated NIU's advocacy on the most pressing federal policy issues facing higher education during this period. Those issues include:

- appropriations for Fiscal Year 2019 and Fiscal Year 2020, including navigating the longest federal government shutdown in United States history (35 days) and raising the budget caps imposed by the Budget Control Act of 2011
- preparing for the reauthorization of the Higher Education Act
- immigration issues, including the Deferred Action for Childhood Arrivals (DACA) program and international students and faculty.

The advocacy efforts of OFR, in concert with many other institutions and organizations across the country, were generally successful, although these remain ongoing issues. Appropriations for FY2019 saw year-on-year increases to research-focused agencies as well as sustained support for student aid programs and international education. FY2020 appropriations negotiations are ongoing but are looking positive for NIU equities. The reauthorization of the Higher Education Act is proceeding slowly in both chambers of Congress, and it is unlikely to coalesce before 2020. The Supreme Court is expected to hear a DACA-related case in November 2019, although the only

widely accepted permanent solution is legislative action by Congress, which is unlikely before the Supreme Court ruling.

OFR utilized a multipronged approach to address these issues. NIU engaged policymakers individually and collectively with the University of Illinois system, University of Chicago, Northwestern University, and other Illinois institutions, as well as through ten national coalitions. NIU provided a uniquely compelling and recognized perspective at the nexus of high-quality education, world-class research, and educational opportunity for Illinoisans.

Student Engagement

Providing enriching opportunities for students is a priority for OFR. Notably, 2019 is the fourth year of a partnership between OFR and OSEEL that brings one student to Washington, DC, for the Catalyzing Advocacy in Science and Engineering (CASE) workshop run by the American Association for the Advancement of Science (AAAS). This workshop offers exceptional introductory science policy training and national networking opportunities: of the other 63 participating research universities, all but one is classified as Carnegie Doctoral – Very High Research Activity, including University of Illinois – Urbana-Champaign and Northwestern University from Illinois and household names such as MIT, Cornell University, and the University of California, Berkeley. 2019 is also the fourth year OFR assisted with the annual Political Science student spring break trip to Washington, DC. In 2019, OFR organized a private tour and meeting with a Foreign Service Officer who is an Iran policy expert at the Department of State as well as a private tour of the Supreme Court. OFR also sponsored the Science Policy Scholarship for two science, technology, engineering, or mathematics (STEM) students to attend the trip.

OFR also works directly with students. For five consecutive years, OFR has partnered with the Political Science Department to identify one undergraduate student to intern with OFR each academic year; the 2018-2019 intern was Ian Pearson. For the first time, OFR had an undergraduate intern for the summer of 2018, named Terra Wilhelm. OFR works with the President's Office to place four NIU-sponsored congressional interns in Illinois congressional offices every summer. Finally, OFR works to bring our expertise to campus by leading an annual federal policy workshop for NIU's undergraduate research students every summer, occasional guest lecturing, and mentoring students interested in national scholarships or policy careers in Washington, DC.

Events

There were three events during this time period that showcased NIU to an audience of national policymakers in Washington, DC.

- In July 2018, Vice President Jerry Blazey presented the Champion of Science Award to Rep. Bill Foster (IL-11), a national award that NIU co-nominated him for, in front of an audience of over 100 attendees including Under Secretary for Energy Paul Dabbar, Chief Operating Officer of the National Science Foundation Fleming Crim, and five Members of Congress.
- In March 2019, OFR partnered with the NIU Alumni Association and the NIU Foundation to host a reception on Capitol Hill to showcase our federally funded research enterprise and to unite current students, university leadership, alumni, and friends. Our congressional co-hosts were NIU alumni Senator Tammy Duckworth, Rep. Don Bacon (NE-2), and Rep. Robin Kelly (IL-2), and both Representatives attended and offered remarks. Among the ninety attendees were Congressman Bill Foster (IL-11), the Ambassador to the United States from the Republic of the Union of Myanmar, dignitaries from the Embassy of the

Philippines and the Embassy of Thailand, staff from eleven congressional offices as well as representatives from the Association of Public and Land-grant Universities, American Association for the Advancement of Science, and the National Science Foundation.

- In April 2019, Professor Ralph Wheeler presented his work on Capitol Hill at the annual Coalition for National Science Funding (CNSF) showcase of National Science Foundation-funded programs. He met with Rep. Bill Foster (IL-11) and National Science Board Chair Prof. Diane Souvaine as well as over 100 attendees from congressional offices, federal agencies, and higher education and scientific organizations.

Leadership

OFR Director Anna Quider provided additional value to NIU through leadership of two national organizations. Director Quider served as President for 2018 of The Science Coalition. She presently serves on the Executive Committee of the APLU Council on Governmental Affairs. Finally, she was appointed in 2018 by the British Ambassador to the United States to the Marshall Scholarship Selection Committee for the Washington, DC, region.

A brief quarterly federal policy update will be provided in person at the RILLA Committee meeting.

SPONSORED PROGRAMS ADMINISTRATION REPORT

Sponsored Programs Administration is pleased to report that total sponsored funding continues to increase with FY 2019 awards totaling \$35.5 million. The increase represents a 17% gain over FY 2018 (figure 1) and is the result of the hard work of our faculty and staff.

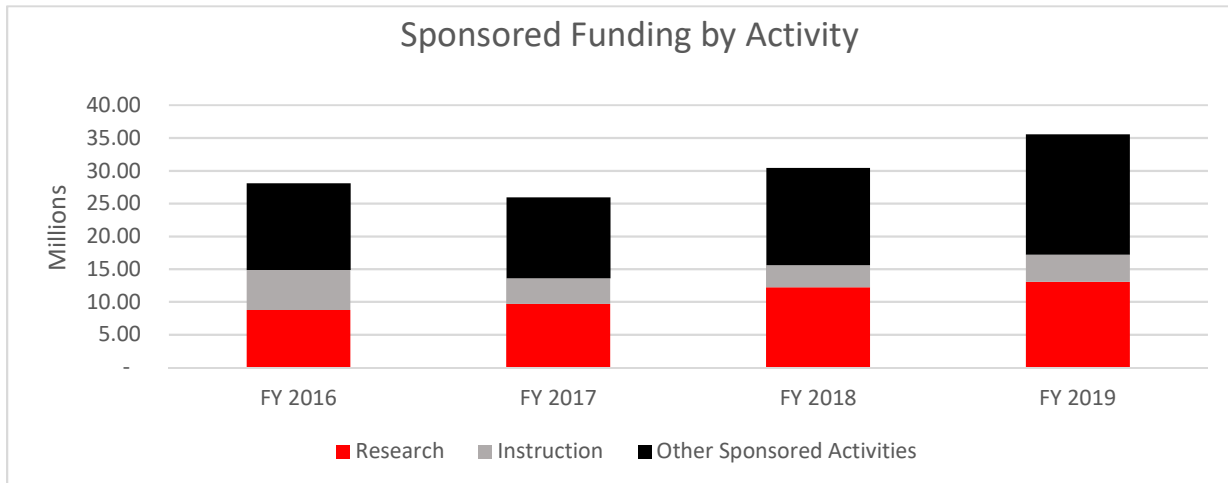


Figure 1

Consistent with NIU’s portfolio, the Federal government and State of Illinois continue to be dominant funders of sponsored activities (figure 2). This year, State of Illinois funding increased 48% over last year with most of the funding coming from the State Board of Education, Department of Children and Family Services, and Department of Public Health. These funds support research, instruction and service programs.

Federal funding increased 8% over last year continuing its steady growth and providing most of the university’s research support. A couple areas of notable funding growth include Argonne National Laboratory and Fermilab along with the National Institutes of Health (NIH). The National Science Foundation (NSF) continues to be a strong funder of NIU research, and this year NSF funds were also awarded to provide STEM scholarships to underrepresented students.

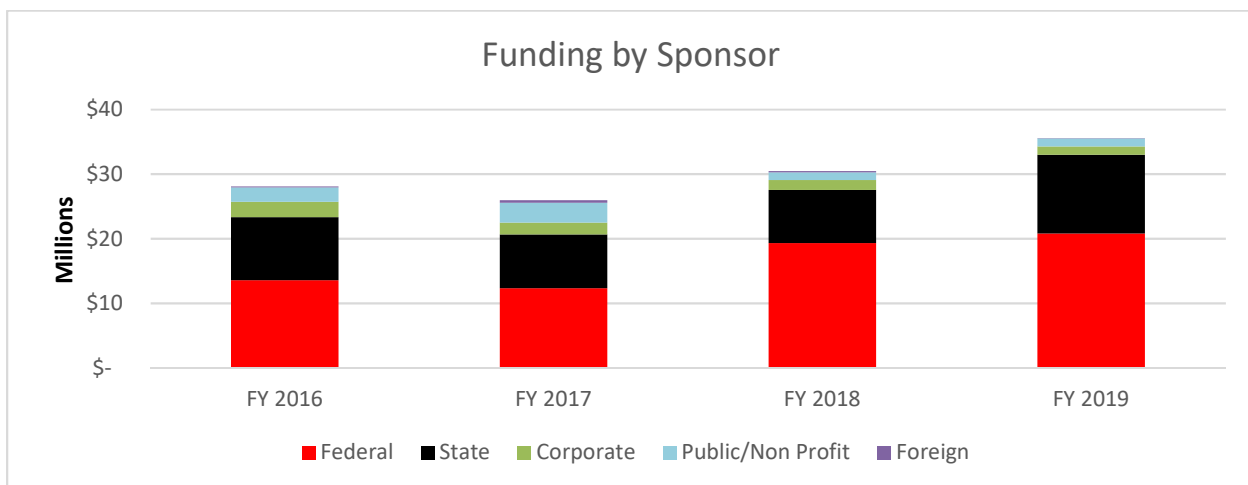


Figure 2

The College of Health and Human Sciences (CHHS) and Division of Outreach, Engagement, and Regional Development (OERD) were the primary recipients of this year’s increase in State of Illinois funding. Faculty in CHHS received \$2.8 million in State funding to carry out statewide behavioral risk factor surveys and \$244k for preschool programming. OERD’s P-20 center received \$1.8 million for migrant education programs. Increases were seen in other areas of the university as well. For example, College of Law received a competitive award to provide students from underrepresented and disadvantaged backgrounds with tools for law school matriculation.

Table 1

| All Funding by College/Unit | FY 2016 | FY 2017 | FY 2018 | FY 2019 |
|---|-------------------|-------------------|-------------------|-------------------|
| Business | 1,337,433 | 1,280,000 | 1,205,684 | 608,926 |
| Education | 1,651,836 | 1,256,519 | 1,436,900 | 885,166 |
| Engineering and Engineering Technology | 1,270,012 | 1,040,649 | 1,069,004 | 1,000,562 |
| Health and Human Sciences | 710,995 | 1,061,556 | 985,147 | 4,306,545 |
| Law | 509,050 | - | - | 124,842 |
| Liberal Arts and Sciences | 11,383,805 | 14,958,920 | 16,050,245 | 18,193,992 |
| Outreach, Engagement, and Regional Development | 8,663,927 | 3,458,615 | 7,105,531 | 8,251,168 |
| Visual and Performing Arts | 8,000 | 73,670 | 135,859 | 125,293 |
| Other Academic Units | 2,526,037 | 2,815,161 | 2,449,422 | 2,053,585 |
| Other University Units | 36,527 | 10,000 | 1,000 | 8,969 |
| Total | 28,097,622 | 25,955,090 | 30,438,792 | 35,559,054 |

The distribution of research funding by college/unit remains consistent for NIU’s portfolio with most of the funding secured by faculty in the College of Liberal Arts and Sciences. This includes growth in funding from Argonne and Fermilab. The behavioral risk factor surveys previously noted, along with a new NIH award, contributed to the increase in research funding for CHHS.

Table 2

| Research Funding by College/Unit | FY 2016 | FY 2017 | FY 2018 | FY 2019 |
|--|------------------|------------------|-------------------|-------------------|
| Business | 4,933 | - | 295,684 | 5,900 |
| Education | 78,181 | 48,714 | 436,525 | 76,805 |
| Engineering and Engineering Technology | 839,085 | 822,449 | 733,166 | 673,837 |
| Health and Human Sciences | 672,913 | 754,917 | 660,024 | 3,258,352 |
| Liberal Arts and Sciences | 361,940 | | | |
| Life, Physical and Mathematical Sciences | 4,207,576 | 5,081,365 | 5,712,154 | 6,178,566 |
| Social Sciences and Humanities | 882,235 | 1,002,206 | 1,681,238 | 811,317 |
| Visual and Performing Arts | | 45,550 | 127,659 | 90,093 |
| Outreach Engagement, and Regional Development | 27,501 | 250,667 | 691,586 | 337,281 |
| Other Academic Units | 1,691,180 | 1,686,366 | 1,874,618 | 1,626,497 |
| Other University Units | 10,000 | 10,000 | - | - |
| Total | 8,775,544 | 9,702,234 | 12,212,654 | 13,058,650 |

Federal funding accounted for 70% of NIU’s total research funding, with the top five funding agencies being National Science Foundation, Illinois Department of Public Health, U.S. Department of Commerce, Argonne National Laboratory, and National Institutes of Health. Table 3 provides a breakout of funding by sponsor. Given the number of sponsors, the list includes only those providing at least \$100k. SPA can provide additional information on the other sponsors upon request.

Table 3

| Sponsor | Total |
|--|----------------------|
| National Science Foundation | \$ 3,189,927 |
| Illinois Department of Public Health | \$ 2,884,667 |
| U.S. Department of Commerce | \$ 1,576,747 |
| Argonne National Laboratory | \$ 1,237,953 |
| National Institutes of Health | \$ 1,066,215 |
| Fermilab | \$ 765,059 |
| U.S. Department of Energy | \$ 447,001 |
| U.S. Department of Health and Human Services* | \$ 401,612 |
| Lake County Forest Preserve District | \$ 188,694 |
| Mi-Jack Products, Inc. | \$ 122,000 |
| American Chemical society | \$ 110,000 |
| Power Solutions International | \$ 102,797 |
| All other sponsors | \$ 965,978 |
| Total | \$ 13,058,650 |

*Agency for Healthcare, Research, and Quality (AHRQ) and Centers for Medicare and Medicaid Services (CMMS)

A full listing of awards received for the 3rd and 4th quarters of FY 2019 is appended to this report. Awards received prior to this were already reported to the Board.

Anthropology

Wenner Gren Foundation for "Narratives of Plenty: Desalination, Techno Optimism, and Palestinian Israeli Waterscapes." Emily McKee.

Award: \$19,795.00.

September 1, 2019 January 15, 2020. (Organized Research) Basic Research.

This project investigates the sociopolitical and phenomenological implications of desalination.

Biological Sciences

Lake County Forest Preserve District for "Monitoring and Assessment of Blanding’s Turtle Populations 2019 at Spring Bluff Forest Preserve." Richard B. King.

Award: \$18,693.95.

April 1, 2019 November 1, 2019. (Organized Research) Applied Research.

The purpose of this project is to provide field data collection and reporting as an assessment of the presence of fauna species in forest preserves in Lake County.

Lake County Forest Preserve District for "Ecological Assessment of District Lands 2019 2021." Richard B. King.

Award: \$169,999.50.

April 1, 2019 March 31, 2022. (Organized Research) Applied Research.
NIU team will provide wildlife field data collection, analysis of current and historic wildlife and habitat management data, in multiple Lake County forest preserves.

Illinois Department of Natural Resources for "Inventory of Amphibians and Reptiles in the Green River Conservation Opportunity Area." Richard B. King.

Award: \$71,479.00. (Cumulative \$136,754.00).

January 1, 2019 December 31, 2019. (Organized Research) Applied Research.

To promote the development of the Green River Conservation Opportunity Area as a model for the protection and recovery of species of greatest need of conservation within the Grand Prairie Natural Division of Illinois.

National Aeronautics & Space Administration for "Chlorophyll d as a model for biosignature evolution." Wesley Swingley.

Award: \$71,960.00.

February 13, 2019 February 12, 2020. (Organized Research) Basic Research.

To study phototrophic oxygen production both on Earth and exoplanets using the cyanobacterium *Acaryochloris* to assess how it extends the limits of oxygenic photosynthesis and how its photosynthetic apparatus performs at the minimum of water oxidation.

Center for Southeast Asian Studies

Department of State for "Leading and Organizing for Change in Southeast Asia." Eric Jones/Gena A. Flynn.

Award: \$6,650.00. (Cumulative \$710,535.00).

September 1, 2018 October 31, 2018. (Other Sponsored Activities) Public Service.

Participants from SE Asia will learn about civic engagement in the US through the study of US history through written resources, visits to historical sites, hands on volunteering and civic activism, and interaction with inspiring civic leaders.

Center for the Study of Family Violence and Sexual Assault

New York University for "Obtaining Self Reports of Intimate Partner Violence in United States Military Families Phase III." Joel S. Milner.

Award: \$27,592.00.

September 1, 2018 August 31, 2019. (Organized Research) Applied Research.

Phase III of project entitled Obtaining Self Reports of Intimate Partner Violence in United States Military Families.

Chemistry and Biochemistry

Argonne National Laboratory for "Studying the Pore Formation of Atomic Layer Deposited Overlayer." Tao Li.

Award: \$45,360.00.

May 16, 2019 May 15, 2020. (Organized Research) Applied Research.

This project will study the atomic layer deposition (ALD) overcoated catalyst with high resolution synchrotron X ray diffraction (XRD) technique.

Argonne National Laboratory for "Graduate Student Support in Lead Battery Science Research." Tao Xu.

Award: \$36,952.45.

February 4, 2019 February 3, 2020. (Organized Research) Applied Research.

This graduate research position is primarily defined within the Lead Battery Science Research program, where the project is intended to understand at atomic levels the fundamental limits of lead acid battery technology and its electrochemical processes.

Child Development and Family Center

DeKalb County Community Foundation for "Kindergarten Readiness Toolkit Grant Application."
Diane Mathison.

Award: \$896.03.

April 1, 2019 December 31, 2019. (Other Sponsored Activities) Public Service.

This project will provide kindergarten readiness kits for students before they go to kindergarten.

Community Coordinated Child Care for "Continuous Quality Improvement Program Plan (2019)."
Amy Lofthouse.

Award: \$5,379.34.

May 6, 2019 June 28, 2019. (Other Sponsored Activities) Public Service.

This project will provide children in the infant and toddler classrooms with varied developmentally appropriate materials that will allow for quality learning and experiences. Request is based upon self-assessment using the Environmental Rating Scale.

Altrusa Club of DeKalb Sycamore, Illinois for "2019 Literacy Grant Application." Amy Lofthouse.

Award: \$300.00.

May 5, 2019 June 30, 2019. (Other Sponsored Activities) Public Service.

The intent of this project is to create story baskets and replenish many of the favorite children's books on CD.

Community Coordinated Child Care for "Continuous Quality Improvement Program Plan (2019)."
Kristin Schulz.

Award: \$5,774.81.

May 9, 2019 June 28, 2019. (Other Sponsored Activities) Public Service.

This project will provide children in the infant and toddler classrooms with varied developmentally appropriate materials that will allow for quality learning and experiences. Request is based upon self-assessment using the Environmental Rating Scale.

College of Business, Dean's Office

Werner Co. for "Executive MBA Contract Courses." Anthony Preston.

Award: \$27,500.00.

July 1, 2018 June 30, 2019. (Instructional Programs).

Aon Hewitt for "Executive MBA Contract Courses." Anthony Preston.

Award: \$27,500.00.

July 1, 2018 June 30, 2019. (Instructional Programs).

National Express LLC for "Executive MBA Contract Courses." Anthony Preston.

Award: \$27,500.00.

July 1, 2018 June 30, 2019. (Instructional Programs).

Restoration Tools for "Executive MBA Contract Courses." Anthony Preston.

Award: \$27,500.00.

July 1, 2018 June 30, 2019. (Instructional Programs).

Easter seals Joliet Region for "Executive MBA Contract Courses." Anthony Preston.

Award: \$27,500.00.

July 1, 2018 June 30, 2019. (Instructional Programs).
Epsilon Marketing for "Executive MBA Contract Courses." Anthony Preston.
Award: \$27,500.00.
July 1, 2018 June 30, 2019. (Instructional Programs).
ValMatic for "Executive MBA Contract Courses." Anthony Preston.
Award: \$27,500.00.
July 1, 2018 June 30, 2019. (Instructional Programs).
Gathering Grounds Cafe for "Executive MBA Contract Courses." Anthony Preston.
Award: \$27,500.00.
July 1, 2018 June 30, 2019. (Instructional Programs).
Mars Wrigley Confectionery for "Executive MBA Contract Courses." Anthony Preston.
Award: \$27,500.00.
July 1, 2018 June 30, 2019. (Instructional Programs).
Baxter Healthcare Corporation for "Executive MBA Contract Courses." Anthony Preston.
Award: \$27,500.00.
July 1, 2018 June 30, 2019. (Instructional Programs).
Sedgwick Claims Management for "Executive MBA Contract Courses." Anthony Preston.
Award: \$27,500.00.
July 1, 2018 June 30, 2019. (Instructional Programs).
TouchPoint360 for "Executive MBA Contract Courses." Anthony Preston.
Award: \$25,526.33.
July 1, 2018 June 30, 2019. (Instructional Programs).
Panasonic for "Executive MBA Contract Courses." Anthony Preston.
Award: \$27,500.00.
July 1, 2018 June 30, 2019. (Instructional Programs).
University of Chicago Medicine for "Executive MBA Contract Courses." Anthony Preston.
Award: \$27,500.00.
July 1, 2018 June 30, 2019. (Instructional Programs).
Brenntag Great Lakes for "Executive MBA Contract Courses." Anthony Preston.
Award: \$27,500.00.
July 1, 2018 June 30, 2019. (Instructional Programs).
Salesforce for "Executive MBA Contract Courses." Anthony Preston.
Award: \$27,500.00.
July 1, 2018 June 30, 2019. (Instructional Programs).
Brian Bemis Automotive Group for "Executive MBA Contract Courses." Anthony Preston.
Award: \$27,500.00.
July 1, 2018 June 30, 2019. (Instructional Programs).
Libsys, Inc. for "Executive MBA Contract Courses." Anthony Preston.
Award: \$27,500.00.
July 1, 2018 June 30, 2019. (Instructional Programs).

Nutramax Laboratories for "Executive MBA Contract Courses." Anthony Preston.
Award: \$27,500.00.
July 1, 2018 June 30, 2019. (Instructional Programs).

Nalco Chemical for "Executive MBA Contract Courses." Anthony Preston.
Award: \$27,500.00.
July 1, 2018 June 30, 2019. (Instructional Programs).

University of Chicago Medicine for "Executive MBA Contract Courses." Anthony Preston.
Award: \$27,500.00.
July 1, 2018 June 30, 2019. (Instructional Programs).

Monsanto for "Executive MBA Contract Courses." Anthony Preston.
Award: \$27,500.00.
July 1, 2018 June 30, 2019. (Instructional Programs).

College of Health and Human Sciences, Dean's Office

Altarum Institute for "MACRA: Quality Improvement Direct Technical Assistance." Kathryn Mazurek.

Award: \$308,843.00. (Cumulative \$908,702.00).

February 16, 2019 February 15, 2020. (Other Sponsored Activities) Public Service.

Through participation in the MACRA Provider Resource Network, NIU will provide clinicians in rural Illinois with customized direct technical assistance and peer level support to deliver care in a patient centric and efficient manner.

Illinois Department of Public Health for "Illinois Behavioral Risk Factor Surveillance System (IL BRFSS)." Kathryn Mazurek.

Award: \$395,066.44.

April 1, 2019 April 30, 2020. (Organized Research) Applied Research.

Data collection, data management, reporting and technical support on the Illinois Behavioral Risk Factor Survey System (IL BRFSS) conducted April 2019 through March 2020.

Computer Science

Argonne National Laboratory for "System Software Integration and Development." Nicholas T Karonis/Michael Papka.

Award: \$189,354.62. (Cumulative \$837,193.00).

July 1, 2019 June 30, 2020. (Organized Research) Applied Research.

The purpose of this project is to provide support to ANL's Advanced Integration Group through contributions to cobalt scheduling, port operational assessment reporting, and MPI support.

Curriculum and Instruction

DeKalb County Community Foundation for "Jerry L. Johns Literacy Clinic Kinesthetic Learning Project." Kristine Wilke.

Award: \$856.92.

February 12, 2019 December 31, 2019. (Other Sponsored Activities) Public Service.

The purpose of the project is to purchase supplies to support the Clinic's services to enhance literacy through kinesthetic instructional methods.

Educational Technology, Research, and Assessment

Miaoli County Government Education Department, Taiwan for "Immersive Knowledge Network Opening the World." Wei-Chen Hung.

Award: \$7,923.82. (Cumulative \$57,924.00).

December 1, 2019 November 30, 2020. (Organized Research) Applied Research.

This project develops a student leadership and diversity awareness development program that allows Taiwanese high school students to become champions of an accepting, equitable learning community.

Electrical Engineering

Fermi National Accelerator Laboratory for "Modeling Astrophysical Systems with Deep Learning." Mansour Taherzeshadi.

Award: \$9,195.49.

January 1, 2019 May 15, 2019. (Organized Research) Applied Research.

Funds are used to support Graduate Assistant Andres Alba Hernandez in the development of python code for data analysis and machine learning tasks in support of Fermilab directed Research and Development.

Geographic and Atmospheric Sciences

MetLife, Inc. for "Extended Range Tornado Activity Forecast Model." Victor Gensini.

Award: \$20,000.00. (Cumulative \$40,000.00).

August 1, 2019 July 31, 2020. (Other Sponsored Activities) Testing/Evaluation.

Funding is for a pilot project to provide access to forecast models through a unique portal in order for the company to evaluate business usability.

Village of Carol Stream for "GIS Design and Implementation for the Village of Carol Stream." Philip P. Young.

Award: \$41,131.44. (Cumulative \$41,131.00).

May 1, 2019 April 30, 2020. (Organized Research) Applied Research.

This project will create maps for the Village of Carol Stream and provide an engaged learning opportunity for Geography graduate and undergraduate students.

Geology and Environmental Geosciences

National Science Foundation for "Collaborative Research: REU Site: Water Resources and Quality in the Riviera Maya, Mexico." Melissa E. Lenczewski.

Award: \$130,645.00.

September 1, 2019 August 31, 2020. (Organized Research) Applied Research.

To provide an opportunity for STEM undergraduate students interested in water sciences to carry out laboratory and field research under the supervision of faculty mentors from NIU, Northeastern Illinois University, and CICY.

Industrial and Systems Engineering

Suncast Corporation for "Standardizing and Improving Warehouse Operations." Purushothaman Damodaran/Christine Nguyen.

Award: \$7,500.00.

July 1, 2018 June 30, 2019. (Instructional Programs).

Northwestern Medicine for "EVS Throughput Improvement." Shi-Jie Gary Chen.

Award: \$2,500.00.

July 1, 2018 June 30, 2019. (Instructional Programs).

CST Storage for "Foundation & Structure Line Packing Improvements." Purushothaman Damodaran/Christine Nguyen.

Award: \$7,500.00.

July 1, 2019 June 30, 2020. (Instructional Programs).

SKF Tools for "Automation and Safety Improvement in SKF Testing Lab." Purushothaman Damodaran/Christine Nguyen.

Award: \$7,500.00.

July 1, 2018 June 30, 2019. (Instructional Programs).

SPX Flow for "SPX FLOW Makino Capacity Analysis." Purushothaman Damodaran/Christine Nguyen.

Award: \$7,500.00.

July 1, 2018 June 30, 2019. (Instructional Programs).

Custom Aluminum Products for "Improving Actual Anodize Revenue." Purushothaman Damodaran/Christine Nguyen.

Award: \$7,500.00.

July 1, 2018 June 30, 2019. (Instructional Programs).

Motorola Solutions for "Manufacturing Efficiency Improvements on High Variation Lines at Motorola Solutions Inc.." Purushothaman Damodaran/Christine Nguyen.

Award: \$7,500.00.

July 1, 2018 June 30, 2019. (Instructional Programs).

Aurora Specialty Textiles Group, Inc. for "Streamlining Packaging & Shipping Processes and Optimizing Inventory Storage." Purushothaman Damodaran/Christine Nguyen.

Award: \$7,500.00.

July 1, 2018 June 30, 2019. (Instructional Programs).

Woodward, Inc. for "Designing a cell for LPC Metering." Purushothaman Damodaran.

Award: \$7,500.00.

July 1, 2018 June 30, 2019. (Instructional Programs).

SPX Flow for "Increasing Productivity of the Stone Assembly Line at SPX FLOW." Purushothaman Damodaran.

Award: \$7,500.00.

July 1, 2018 June 30, 2019. (Instructional Programs).

Village of Tinley Park for "Lean Six Sigma Yellow & Green Belt Workshop." Purushothaman Damodaran.

Award: \$34,500.00.

July 1, 2018 June 30, 2019. (Instructional Programs).

Aurora Specialty Textiles Group, Inc. for "Lean Six Sigma Yellow Belt Workshop." Purushothaman Damodaran.

Award: \$7,500.00.

July 1, 2018 June 30, 2019. (Instructional Programs).

Woodward, Inc. for "Lean Six Sigma Yellow & Green Belt Workshop." Purushothaman Damodaran.

Award: \$20,900.00.

July 1, 2018 June 30, 2019. (Instructional Programs).

Woodward, Inc. for "Lean Six Sigma Black Belt Workshop." Purushothaman Damodaran.
Award: \$33,000.00. (Cumulative \$33,000.00).
July 1, 2018 June 30, 2019. (Instructional Programs).

Six Sigma for "Lean Six Sigma Yellow, Green & Black Belt Workshops." Purushothaman Damodaran.
Award: \$123,325.00.
July 1, 2018 June 30, 2019. (Instructional Programs).

Woodward, Inc. for "Air Valve Test Sequencing & Logistics." Purushothaman Damodaran/Christine Nguyen.
Award: \$7,500.00.
July 1, 2018 June 30, 2019. (Instructional Programs).

Mechanical Engineering

Fermi National Accelerator Laboratory for "Engineering Design of Mu2e Degradar." Nicholas Pohlman.
Award: \$12,750.00.
June 1, 2019 May 31, 2020. (Organized Research) Applied Research.
The project PI will mentor an NIU graduate student who will work with Fermilab physicists and engineers to complete the design in order to estimate costs of fabrication, potential installation of components, and testing of control systems.

Fermi National Accelerator Laboratory for "FNAL funded Mechanical Engineering Project for Assistant Professor Salehinia." Iman Salehinia.
Award: \$99,461.00.
April 10, 2019 September 30, 2020. (Organized Research) Applied Research.
Professor Iman Salehinia will lead a team of graduate students in design and analyze components of SRF cryomodules for PIP II project.

Aurora Specialty Textiles Group, Inc. for "Designing a Water Treatment Facility for Aurora Specialty Textiles Group." Kyu Taek Cho/Purushothaman Damodaran.
Award: \$23,826.60. (Cumulative \$60,780.00).
June 1, 2019 December 31, 2019. (Organized Research) Applied Research.
This project will provide the optimal system design of wastewater treatment for ASTG to satisfy the discharge requirements of the Yorkville Sanitary District.

P 20 Center

Illinois State Board of Education for "Migrant Education State Grant Program." Susana Das Neves/Amy Jo Clemens.
Award: \$59,119.07.
July 1, 2018 June 30, 2019. (Other Sponsored Activities) Public Service.
The purpose of the funds is to provide migrant children a comprehensive year-round school program with academic and supportive services including tutoring and/or enrichment activities.

Illinois State Board of Education for "FY19 Title I Migrant Summer." Susana Das Neves/Amy Jo Clemens.
Award: \$119,956.00.
April 1, 2019 August 31, 2019. (Other Sponsored Activities) Public Service.

The federally funded Migrant Education Program (MEP) provides supplemental education and supportive services to migrant children during the summer.

Illinois State Board of Education for "Migrant Education Incentive." Susana Das Neves/Amy Jo Clemens.

Award: \$2,261.00.

April 1, 2019 August 31, 2019. (Other Sponsored Activities) Public Service.

Funds will be used to expand on and supplement services and activities under the Migrant Education summer grant.

Illinois Community College Board for "Transitional Math CTE." Kathleen Almy.

Award: \$64,072.05.

July 1, 2018 September 30, 2019. (Other Sponsored Activities) Public Service.

NIU will work with ICCB to complete and report on the technical math scan of the community college system that began in FY2018. They will work with others to implement strategies, create open source learning materials and authentic math tasks.

Physics

State University of New York at Stony Brook for "ATLAS Detector Upgrade R&D for High Luminosity LHC." Dhiman Chakraborty.

Award: \$34,581.00. (Cumulative \$97,412.00).

February 1, 2019 September 30, 2019. (Organized Research) Basic Research.

Funds are requested for assembly and testing of Low Voltage Power Supply units for on detector electronics of the ATLAS Tile Hadronic Calorimeter.

Argonne National Laboratory for "Development of a damping ring free electron injector for Future Linear Colliders." Phillippe R. Piot.

Award: \$4,000.00.

June 1, 2018 May 31, 2019. (Organized Research) Basic Research.

The purpose of the project is to finalize the conceptual design of a GeV class electron injector capable of attaining electron bunch with the required properties without having to rely on the currently envisioned 6 ml long damping ring parameters.

Fermi National Accelerator Laboratory for "High Luminosity (HL) LHC CMS Detector Upgrade Project – Endcap Calorimeter." Vishnu V. Zutshi/Alexandre S. Dychkant/Nicholas Pohlman/Iman Salehinia.

Award: \$115,356.00. (Cumulative \$228,288.00).

October 1, 2018 March 31, 2019. (Organized Research) Applied Research.

Funds will be used on R&D for the SiPM on Tile design and will involve design, fabrication and testing of prototype dimpled tiles that will be directly coupled (i.e. in a fiberless fashion) to Silicon Photomultipliers.

Fermi National Accelerator Laboratory for "High Luminosity (HL) LHC CMS Detector Upgrade Project Endcap Calorimeter." Vishnu V. Zutshi/Alexandre S. Dychkant/Nicholas Pohlman/Iman Salehinia.

Award: \$73,902.00.

April 1, 2019 March 31, 2020. (Organized Research) Applied Research.

NIU will provide test beam support especially in the area of data acquisition software on the High Luminosity LHC CMS Detector Upgrade Project Endcap Calorimeter.

Argonne National Laboratory for "Fabrication and Characterization of Nanomagnets for Creating Local Magnetic Field in Diamond Anvil Cell." Zhili Xiao.

Award: \$33,576.37.

May 16, 2019 August 15, 2019. (Organized Research) Applied Research.

Funds will be used to provide service on producing nanomagnets that can induce local magnetic field in a diamond anvil cell.

Argonne National Laboratory for "High pressure effects on nitrogen vacancy centers in diamond." Zhili Xiao/Roxanna Fotovat.

Award: \$30,000.00. (Cumulative \$30,000.00).

December 17, 2018 September 30, 2019. (Organized Research) Applied Research.

Develop a novel instrument that will enable highly sensitive magnetization measurements in diamond anvil cell (DAC) by incorporating NV centers into diamond pieces of the DAC and using microwave to excite the NV centers and optically detect the resonance.

National Science Foundation for "Frustration and Crystallization of Vortices in Artificial Spins / Superconductor Hybrids." Zhili Xiao.

Award: \$410,531.00.

July 1, 2019 June 30, 2022. (Organized Research) Applied Research.

This project will pioneer a new direction in the field of superconductivity by utilizing the reconfigurable magnetic charge ices to create frustrated and crystallized superconducting vortices with controllable vortex dynamics.

Fermi National Accelerator Laboratory for "Modeling and Analysis of Data in support of Muon g 2." Michael Syphers.

Award: \$20,000.00.

May 15, 2019 February 14, 2020. (Organized Research) Applied Research.

Funds are used to support graduate student assistant Ben Simons for work on the Muon g 2 project at Fermi National Accelerator Laboratory.

Brookhaven National Laboratory for "Search for Pair Production of Higgs Bosons Through Vector Boson Fusion Using the Final State with the ATLAS Detector." Puja Saha/Dhiman Chakraborty.

Award: \$5,400.00. (Cumulative \$16,200.00).

October 1, 2019 December 19, 2019. (Organized Research) Basic Research.

Funds are requested to search for pair production of Higgs Bosons through Vector Boson fusion using the final state with the ATLAS detector.

Argonne National Laboratory for "Research on Ion Transport in Nanostructured Liquids Observed by X ray Photon Correlation Spectroscopy." Jyotsana Lal.

Award: \$43,336.67. (Cumulative \$57,782.00).

March 1, 2019 June 30, 2019. (Organized Research) Applied Research.

This project will use and develop new coherent x ray methods, such as X ray Photon Correlation Spectroscopy (XPCS), to observe the high-speed dynamics of complex fluids.

Argonne National Laboratory for "Structural Investigations of Advanced Functional Materials using Neutron and X ray Scattering." Omar H. Chmaissem.

Award: \$41,017.37. (Cumulative \$160,626.00).

April 1, 2019 March 31, 2020. (Organized Research) Applied Research.

This project supports the research and supervision activities of NIU's Professor Omar Chmaissem within the Neutron and X ray Scattering (NXRS) Group of the Materials Science Division at Argonne National Laboratory.

Department of Energy for "Studies of Conventional and ERL Based Recirculator Electron Cooling for an Electron Ion Collider." Bela Erdelyi.

Award: \$55,000.00. (Cumulative \$421,000.00).

August 15, 2019 August 14, 2020. (Organized Research) Applied Research.

Funds are requested to continue the development of PHAD with large scale parallelization on hybrid architecture computer clusters, enhancing the performance and fidelity of electron cooling simulations.

State University of New York at Stony Brook for "US ATLAS Operations." Dhiman Chakraborty.

Award: \$165,108.00. (Cumulative \$635,378.00).

February 1, 2019 September 30, 2019. (Organized Research) Applied Research.

Funds are requested to develop and maintain the ATLAS calibration database and related software.

National Science Foundation for "Searches for New Phenomena at the Energy Frontier." Dhiman Chakraborty/Jahred Adelman.

Award: \$350,000.00. (Cumulative \$550,000.00).

August 1, 2019 July 31, 2020. (Organized Research) Applied Research.

Funds are requested to search for physics beyond the Standard Model using the ATLAS detector at the Large Hadron Collider.

National Science Foundation for "REU Site: Undergraduate and teacher research in physics at Northern Illinois University." Jahred Adelman/Michael Eads.

Award: \$88,389.00. (Cumulative \$157,216.00).

May 1, 2019 April 30, 2020. (Organized Research) Research Training.

This project aims to fund a new REU site, based at the Department of Physics of Northern Illinois University.

Brookhaven National Laboratory for "US ATLAS Post Doc Support/ANL." Jahred Adelman.

Award: \$70,000.00.

April 10, 2019 September 30, 2020. (Organized Research) Applied Research.

The activity focuses on running physics event generators on next generation HPC machines, with a particular focus on HL LHC physics, making use of accelerator technologies and speed up of code necessary for large scale event generation for the HL LHC.

Argonne National Laboratory for "Research on Ion Transport in Nanostructured Liquids Observed by X ray Photon Correlation Spectroscopy." Jyotsana Lal.

Award: \$14,445.33. (Cumulative \$57,782.00).

June 1, 2019 June 30, 2019. (Organized Research) Applied Research.

This project will use and develop new coherent x ray methods, such as X ray Photon Correlation Spectroscopy (XPCS), to observe the high-speed dynamics of complex fluids.

Precollegiate and Upward Bound

Office of Postsecondary Education/Department of Education for "Upward Bound Program." Felicia R. Bohanon.

Award: \$40,000.00. (Cumulative \$1,661,541.00).

June 1, 2018 May 31, 2019. (Other Sponsored Activities) Public Service.

Funds will be used to identify, select and serve 120 low income, potential first-generation college students who lack the adequate preparation to successfully pursue a postsecondary education and need academic support.

Office of Postsecondary Education/Department of Education for "Upward Bound Program." Felicia R. Bohanon.

Award: \$564,041.00. (Cumulative \$1,661,541.00).

June 1, 2019 May 31, 2020. (Other Sponsored Activities) Public Service.

Funds will be used to identify, select and serve 120 low income, potential first-generation college students who lack the adequate preparation to successfully pursue a postsecondary education and need academic support.

Office of Postsecondary Education/Department of Education for "Upward Bound Program."
Felicia R. Bohanon.

Award: \$22,004.00. (Cumulative \$1,661,541.00).

June 1, 2018 May 31, 2019. (Other Sponsored Activities) Public Service.

Funds will be used to identify, select and serve 120 low income, potential first-generation college students who lack the adequate preparation to successfully pursue a postsecondary education and need academic support.

Psychology

Society for the Study of School Psychology for "Dissertation Grant Award Application." Morgan Ann Eldridge.

Award: \$1,725.00.

June 1, 2019 May 31, 2020. (Organized Research) Applied Research.

This grant will fund dissertation research on the associations among bullying participant role behaviors, internalizing problems, and each type of school engagement in a sample of early adolescents.

Illinois Criminal Justice Information Authority for "Saving blue lives through training on mental health, suicide, resilience, and peer support." Michelle M. Lilly.

Award: \$35,773.00.

May 1, 2019 June 30, 2019. (Other Sponsored Activities) Public Service.

The award supports development and dissemination of trainings for law enforcement in Illinois. The trainings focus on reducing risk for PTSD and suicide through better recognition of signs and symptoms and bolstering resilience and peer support.

Susan Myket, Ph.D. & Associates for "Psychology Externship at Susan Myket & Associates."
Leslie Matuszewich/Laura D. Pittman.

Award: \$17,798.40. (Cumulative \$165,730.00).

July 1, 2018 June 30, 2019. (Instructional Programs)

Funds will be used to support a Psychology graduate student externship placement at Susan Myket & Associates.

Winnebago County for "Research and Evaluation of the Winnebago County Adult Drug Court Program." Julie L. Crouch.

Award: \$66,739.93.

September 30, 2018 September 29, 2019. (Other Sponsored Activities) Public Service.

NIU will serve as the primary research partner/local evaluator for the Winnebago County Adult Drug Court Enhancement Project.

Public Safety

DeKalb County Community Foundation for "Rape Aggression Defense Program Expansion."
Thomas Phillips.

Award: \$2,000.00.

April 29, 2019 April 28, 2020. (Other Sponsored Activities) Public Service.

The purpose of the project is to purchase materials to expand the Rape Aggression Defense (RAD) program and add training services for male participants.

School of Art and Design

National Science Foundation for "Scholars Award: Understanding iconoclastic violence through the early science of optics." Mary P. Quinlan.

Award: \$85,582.00. (Cumulative \$213,877.00).

April 1, 2019 March 31, 2020. (Organized Research) Applied Research.

The purpose of the project is to investigate the science of vision to understand the role of optics in iconoclastic violence in the 16th Century Europe.

School of Interdisciplinary Health Professions

University of Wisconsin Madison for "Wisconsin Promoting Readiness of Minors in Supplemental Security Income project." Kanako Iwanaga.

Award: \$14,995.50.

October 1, 2018 September 30, 2019. (Organized Research) Applied Research.

To develop research questions related to secondary transition and conduct secondary analysis to answer each research question using data from the WI PROMISE database.

University of Wisconsin Madison for "Rehabilitation Research and Training Center (RRTC) on Employer Practices Leading to Successful Employment Outcomes for Individuals with Disabilities." Kanako Iwanaga.

Award: \$9,991.00.

June 1, 2019 September 29, 2019. (Organized Research) Applied Research.

To achieve the goals of, and improve the effectiveness of, services authorized under the Rehabilitation Act through well designed research, training, technical assistance, and dissemination activities in important topical areas as specified by NIDILRR.

Statistics

Pace Suburban Bus for "Statistical Support Services for NTD Reporting." Michelle Chaoxiong.Xia
Award: \$23,250.00. (Cumulative \$23,250.00).

July 1, 2018 June 30, 2019. (Organized Research) Applied Research.

Using data provided by Pace Bus, Statistical Consulting Services will conduct data analysis for Pace's National Transit Database Report to be submitted to the Fed

FACULTY SCHOLARSHIP PRESENTATION

Dr. Nicole LaDue, Assistant Professor of Geology and Environmental Geosciences discusses her National Science Foundation-funded research on how people learn. Her basic research positively impacts NIU students' experience in the classroom and field-based learning. Her first lead-principal investigator (P.I.) NSF-funded research project on visualization utilizes active learning tools in introductory courses to establish best practices for improving students' spatial skills. Spatial thinking is highly predictive of success in STEM fields and is a barrier to broadening participation in STEM disciplines. Two of her additional projects examine diversity in STEM through two distinct mechanisms: social support and international research. The *BELONG in STEM Scholars Program*, a \$1M investment from NSF, provides scholarships for financially struggling, academically successful STEM students at NIU. Scholars will be selected from NIU juniors and seniors and transfer students over the next five years, each student receiving over \$5,000 per year of scholarship funding in addition to professional development, academic advising, and social support. As a co-PI on this project, Dr. LaDue and her graduate student, along with the project team, are studying how social supports facilitate students' persistence in STEM. Through collaboration with Dr. Nathan Stansell of the Geology and Environmental Geosciences Department, Lead-PI of an NSF-funded International Research Experience for Students (IRES), Dr. LaDue is also examining how to promote student interest in science careers through research experiences. Small teams consisting of two graduate students, two community college students, and a teacher conduct field and laboratory research in Estonia with Dr. Stansell during a ten-week research experience during the summer. Studying the impact of this unique style of team research will help other researchers to more effectively engage students in field-research and laboratories.

UNIVERSITY COUNCIL AMENDMENT TO THE NORTHERN ILLINOIS UNIVERSITY CONSTITUTION ARTICLE 6.5

NIU Constitution Article 6.5 Administrative Committees

At its April 3, 2019, meeting, the University Council approved the proposed constitutional amendment below. Subsequently, this proposed amendment was approved by a 159 to 49 majority of those voting (3 abstained) in a faculty referendum. It must now be approved by the Board of Trustees, pursuant to Article 10 of the Northern Illinois University Constitution.

Explanation of Proposed Amendment: A challenge from a community member has revealed that the University's Constitution and Bylaws contain outdated and unclear language that needs to be addressed. "The President's Staff" is not currently a functioning committee of the University, as there is no such committee that makes policy recommendations to the University Council, or that serves as a liaison body between the administrative divisions and their constituent parts, as described in the Constitution and Bylaws. Also, it appears that no other Illinois public university has a reference to the equivalent of "The President's Staff" in their constitutions or other governing documents.

President Freeman holds informal staff meetings with members of the senior leadership, known as the Senior Leadership Roundtable. These meetings are usually held on a weekly basis, and the membership is determined at the discretion of the president. The Senior Leadership Roundtable is not formally appointed by, report to, or otherwise accountable to the University Council, or any other public body of the state. The Senior Leadership Roundtable's function is to advise the president on matters pertaining to internal university affairs, and to promote communication and cooperation between members of the senior leadership. As such, the Senior Leadership Roundtable is not the same as "The President's Staff."

Therefore, removal of "The President's Staff" from the Constitution and Bylaws is appropriate in order to: 1) eliminate references to a committee that does not currently function at NIU, 2) remove the confusion between the Senior Leadership Roundtable and "The President's Staff," and 3) be more compatible with governing documents from other Illinois public universities.

Below is the proposal, using ~~cross-out~~ to show the language that is proposed to be deleted.

NIU CONSTITUTION

ARTICLE 6: FACULTIES, STANDING COMMITTEES, COUNCILS AND BOARDS OF THE FACULTY AND ADMINISTRATION

6.5 Administrative Committees

6.5.1 The President's Staff

~~The president's staff shall consist of the president and such other members as determined by the president.~~

6.5.2 Other Administrative Committees

~~There shall be such other administrative committees as may be established by the bylaws, by the University Council, or by the president.~~

Recommendation: Pursuant to Article 10 of the University Constitution, the University requests Board of Trustees approval of the University Council Amendment to remove Article 6.5 and sub-articles 6.5.1 and 6.5.2 from the Northern Illinois University Constitution.

PROPOSED AMENDMENTS TO BOARD REGULATIONS RELATED TO EDUCATIONAL BENEFITS OF FACULTY AND STAFF

Summary: At its June 2019 meeting, the Board approved amending the Board Regulations to allow differential tuition to be covered as part of the employee tuition waiver policy articulated in Board Regulations Section II (Faculty and Administrative Employees), Subsection D (Benefits), 9 (Educational Benefits), a (Employees) and Section III (Civil Service Employees), Subsection C (Benefits), 7 (Educational Benefits), a (Employees). Unfortunately, there was another part of the Board Regulations that also needed to change to reflect the new policy (Section V (Financial Affairs), Subsection K (Tuition and Fees, Item 1 (Registration and Fees)).

In order to provide clarity, the University recommends the Board of Trustees approve changes to the Board of Trustees Regulations Section V.K.1 as follows:

1. Registration Fees

Registration fees are defined as tuition and other fees established by the Board of Trustees which are assessed to all students as a prerequisite for registration unless a waiver or other exemption has been authorized by the Board of Trustees or by statute. The Board of Trustees, as charged by statute, shall annually review and establish registration fees, including tuition rates.

Note: To assure accurate interpretation and fair implementation, the following reflects accepted past administrative practice. It specifically applies to other relevant Regulations, i.e., Section II.D.9. (educational benefits of faculty and administration employees) and Section III.C.7. (educational benefits of civil service employees):

The tuition and other registration fees eligible for waiver shall be only those usually charged undergraduate or graduate students. ~~For employees or beneficiaries of employees registering in programs or courses with higher tuition and/or registration fees, the waiver shall be limited to the usual tuition and registration fee charge, with the employee or beneficiary paying any differential.~~ Fees directly related to a particular course or program of study, including but not limited to off-campus course delivery fees, are ineligible for waiver.

Recommendation: Given that these proposed changes pose no harm to the University and benefits employees, the University recommends Board of Trustees approval of the proposed amendment to the Board Regulations regarding Financial Affairs.

PROPOSED AMENDMENTS TO BOARD REGULATIONS RELATED TO SICK AND PARENTAL LEAVE

Summary: Improving work/life balance of all NIU employees is a goal of the administration. Providing paid family leave and more flexible sick leave policies are important components to meeting this goal.

Background Information: In August 2017, the Research Subcommittee of the Presidential Commission on the Status of Women (PCSW) identified as one of its goals for Academic Year 2017-2018 a study of employee experiences with and current campus climate surrounding family leave policies and practices at NIU. In early 2018, the subcommittee conducted a survey completed by 542 employees. As a result of that survey, the subcommittee developed a report documenting the survey's findings and proposing recommended actions. The report can be viewed here: https://www.niu.edu/president/_pdf/niu-family-leave-policies-practices-pcsw-research-report.pdf. The report was shared with President Freeman in August 2018. President Freeman met with the subcommittee to discuss the report on August 20, 2018. President Freeman was impressed with the subcommittee's work and committed to supporting several of their proposed recommendations, including developing a paid family leave benefit at NIU and revising the University's sick leave policies.

Proposed Action: The University recommends the Board of Trustees approve changes to the Board of Trustees Regulations Section II (Faculty and Administrative Employees), Subsection D (Benefits), 6 (Sick Leave) and 8 (Leave of Absence) and Section III (Civil Service Employees), Subsection C (Benefits), 2 (Sick Leave) and 6 (Other Leaves of Absence). The proposed changes have minimal financial costs and are important to improve employee morale and make the University more competitive in its recruitment of employees. If enacted, the proposed action would be implemented retroactive to July 1, 2019. Those employees who are represented by a union or other legally recognized collective bargaining representative will receive the benefits pursuant to the specific provisions of applicable, existing collective bargaining or other future negotiated agreements.

Section II: Faculty and Administrative Employees

Subsection D. Benefits

1. Vacation

Vacation shall be earned at the rate of two working days per month for those employees whose work schedules do not conform to the academic calendar. Vacation may be accumulated up to a maximum of 56 days.

Pay in lieu of vacation accumulated while in a regular appointment status will not be allowed except upon termination of employment at the university, at which time a lump sum payment shall be made for the amount of vacation accumulated as of the last day of work.

Departmental faculty and other employees whose work schedules conform to the academic calendar shall not accrue vacation days but may observe university term or holiday break periods that are designated by the president.

Employees on temporary appointments and those whose positions are funded entirely on grants and/or fees for services, who are eligible to earn vacation, shall not accumulate vacation beyond the termination date for each specific temporary appointment and any balance shall be adjusted to "zero" as of the termination date specified in each temporary appointment unless there is a consecutive temporary appointment. In the event of consecutive appointments, vacation balances may be accumulated at the applicable leave-earning rate to a maximum of that earned in two service years. No pay shall be provided in lieu of vacation accumulated while in temporary appointment status and employees will not be permitted to extend their service to the University by taking vacation at the end of the appointment.

Leaves for vacation purposes shall be arranged with due regard for the operational needs of the university and shall require supervisory approval.

2. Holidays

Holidays recognized by the Board shall be New Year's Day, Dr. Martin Luther King, Jr. Day, Memorial Day, Independence Day, Labor Day, Thanksgiving Day, Christmas Day, and four additional days to be determined by the president.

University facilities will be closed, except for necessary operations, on these holidays. Faculty and administrative employees will be excused with normal pay unless otherwise determined by the president.

3. Group Insurance

Employees of the Board of Trustees shall be eligible for insurance coverage as provided by the State of Illinois Employees Group Insurance Program. Employees may elect to enroll eligible dependents, including party to a civil union and their eligible dependents subject to the provisions of the State of Illinois Group Insurance Program or in any dependent health insurance program offered by the Board of Trustees.

4. Unemployment Compensation

Employees of the Board of Trustees, or former employees of the Board, may become eligible for State of Illinois unemployment compensation benefits if the requirements of "An Act in relation to a system of unemployment compensation," approved June 30, 1937, as amended, are met.

5. Workers Compensation

Faculty and administrative employees who suffer disability arising out of and in the course of their employment will receive leave or compensation if applicable and in accordance with the provisions of the Illinois Workers' Compensation and Occupational Diseases Acts.

6. Sick Leave

a. Accumulative Leave

Subject to the exceptions provided for in 6.d. below, faculty and administrative employees are entitled to an accumulative sick leave at a full-time rate of ten work days with pay for each completed year of service during any contract year commencing before January 1984. For the first contract year beginning after January 1, 1984, sick leave shall be earned at the full-time rate of one work day for each month or a portion of a month of service, with no limit on the number of days that can be accumulated. In accordance with Public Act 90-65, sick leave earned after December 31, 1997 shall not be eligible for compensation. Sick leave earned prior to January 1, 1984 shall not be eligible for compensation at termination. Sick leave transferred from any Illinois public university and/or state agency that was not subject to a previous termination payout may be included in the amount that can be accumulated. Sick leave earned prior to January 1, 1984 shall not be eligible for compensation at termination. Sick leave transferred from any Illinois public university and/or state agency that was not subject to a previous termination payout may be included in the amount that can be accumulated.

After December 31, 1997, faculty shall earn accumulative sick leave at the full-time rate of one workday for each month or a portion of a month of service, including service during the summer.

b. Nonaccumulative Leave

~~In addition to the accumulative leave (6.a. above), faculty and administrative employees are entitled to nonaccumulative sick leave at a full-time rate of twenty work days in each year of service including the first. Applicability and utilization of nonaccumulative leave benefits shall be in accordance with university procedures.~~

1. Personal Medical Condition. In addition to the accumulative leave (6.a. above), faculty and administrative employees are entitled to nonaccumulative sick leave at a full-time rate of twenty-five work days in each year of service including the first for one's own serious health condition. Such non-accumulated leave shall not be carried forward into the next fiscal year. Paid medical leave shall not be used until the employee has used the accumulative leave for self expected to be earned in the 9 or 12 month contract period (10 days for 9 months, 12 days for 12 months) prior to the commencement of this leave and will run concurrent with FMLA leave, where applicable for which the employee is eligible. Applicability and utilization of nonaccumulative leave benefits shall be in accordance with university procedures.

2. Family Medical Condition. In addition to the accumulative leave (6.a. above), faculty and administrative employees are entitled to nonaccumulative sick leave at a full-time rate of twenty-five (25) work days in each year of service including the first for absence due to illness of immediate family as defined in Section II.A.8 of these Regulations if the illness is such that the presence of the employee is required. Such non-accumulated leave shall not be carried forward into the next fiscal year. Paid medical leave is allowable for the care for an immediate family member with a serious

medical condition. Paid leave for a family member's serious medical condition shall not be used until the employee has used accumulative leave for the family expected to be earned in the 9 or 12 month contract period (10 days for 9 month, 12 days for 12 month) prior to the commencement of this leave and shall run concurrent with FMLA leave, where applicable for which the employee is eligible. Applicability and utilization of nonaccumulative leave benefits shall be in accordance with university procedures.

c. Purpose

An employee may use sick leave when ill or injured or obtaining medical or dental consultation or treatment in the following manner: No nonaccumulative sick leave shall be used until the employee has used all accumulative sick leave expected to be earned in the current contract period. For individuals employed prior to January, 1984, accumulative sick leave earned prior to January, 1984, shall be used first.

An employee may also use accumulative sick leave for absence due to illness of immediate family as defined in Section II.A.8. of these Regulations if the illness is such that the presence of the employee is required; such leave may also be used for illness of other family members living in the immediate household including a party to a civil union and the children of a party to a civil union. Such use of sick leave for absences due to illness in the family shall be granted to the extent reasonably authorized by appropriate supervisory authority up to a total of twelve weeks in any year of service pursuant to the same standards as set forth under university guidelines and procedures.

The university reserves the right to require acceptable evidence of illness, injury, or disability before allowing any sick leave benefits. Any employee who is (or expects to be) absent from employment shall notify the appropriate university supervisor immediately, and, in cases where the absence will be for more than three days, the employee shall notify the supervisor of the anticipated length of absence so that arrangements can be made for the employee's duties to be assumed during said absence.

d. Special Provisions

~~Subject to the approval of the president, an employee who has completed at least three contract years of service, and whose work can be suspended or assimilated by his or her colleagues, may be granted a sick leave with full pay for a period not to exceed one-half of the employee's appointment year.~~

~~An employee who has completed at least five contract years of service, and who has exhausted all accrued sick leave and vacation benefits, may be granted an advance against accumulative sick leave benefits to be accrued for future service on the basis of one-half pay for a period sufficient to enable the employee to reach, but not to exceed, the date on which disability benefits under the State Universities Retirement System will become available. An employee granted such an advance, but who because of illness or retirement is not able to return to work, shall have the obligation to repay the advance.~~

Employees on a temporary contract are eligible for only nonaccumulative sick leave during the term of their contract.

de. Record Maintenance

Records of sick leave days accrued and of those taken shall be maintained by the university for its faculty and administrative employees.

ef. Transfer of Unused Sick Leave

Faculty and administrative employees at any Illinois public university or State agency who enter employment with Northern Illinois University shall not be eligible for a transfer of unused sick leave unless authorized pursuant to guidelines approved by the president or designee.

fg. Pregnancy

Sick and disability leave Regulations shall be applicable to sickness or disability caused or contributed to by pregnancy, miscarriage, abortion, childbirth, and recovery therefrom.

gh. Compensation at Termination

Pursuant to P.A. 83-0976 and P.A. 90-65, at the time of termination an employee is entitled to payment for all unused accumulative sick leave days earned after January 1, 1984 and before January 1, 1998. This liquidating compensation shall be equal to one-half of the number of all unused accumulative sick leave days multiplied by the daily rate of pay applicable to the employee at the time of termination of State service. An employee may elect, however, to forego payment for all or a portion of unused accumulative sick days so that such designated days are eligible for additional service credit in the State Universities Retirement System.

hi. Sick Leave Bank

The university may establish a system for participation in a university sick leave bank pursuant to P.A. 87-822.

7. Federal Family and Medical Leave

a. Federal Family and Medical Leave Act

Subject to the terms of this provision, all employees who have been employed for at least 12 months with Northern Illinois University and who have worked at least 1250 hours (or an equivalent full-time rate) during the previous twelve months, may on a gender-neutral basis take up to a total of twelve weeks leave during any 12-month year of service under the federal Family and Medical Leave Act (FMLA) of 1993. Conditioned on P.L. 103-3 and applicable U.S. Department of Labor Rules and Regulations, FMLA leave may be taken for one or more of the following reasons:

- (1) Birth of a son or daughter of the employee and in order to care for such son or daughter.
- (2) Formal placement of a son or daughter with the employee for adoption or foster care.
- (3) Care for the spouse, son, daughter, or parent of the employee, if such spouse, son, daughter, or parent has a serious health condition.
- (4) Serious health condition that makes the employee unable to perform the functions of the position of such employee.
- (5) Qualifying military exigency or service member family leave.

Applicable paid leave benefits (sick leave and vacation leave) may be used by employees prior to assuming FMLA leave without pay.

b. Civil Union Family and Medical leave (Family Illness Leave)

Subject to the terms of provision 7.a. above such leave benefits eligibility shall be expanded to be inclusive of parties to a civil union and their dependents pursuant to university procedures.

8. Leave of Absence

a. Military Service

Leave of absence for military service will be granted in accordance with the law and the provision that after completing the first period of military service, one year shall be given to make adjustments provided that a discharge is not characterized as RE-4 or dishonorable and that the faculty or administrative employee files with the president an intention to return within three months after receiving the discharge. The employee shall be returned to the staff with at least the same rank or classification and status as upon entry to military service.

b. Temporary Military Duty

A leave of absence shall be granted for temporary military duty to any faculty or administrative employee who is a member of the Illinois National Guard, the Illinois Naval Militia, or the reserve components of the Armed Forces called for Limited Training and/or Emergency Call-Up.

- (1) Limited Training
- Leave with full pay for Limited Training will not exceed standards established by federal or state regulations for training activities required to maintain standing in the above military units. In the event the Limited Training is requested by the employee but not required by military authorities, the employee may be granted leave without pay by special permission of the president or designee.
- (2) Emergency Call-Up
- Leave with pay for Emergency Call-Up will continue for the duration of the call-up, but is not to exceed thirty calendar days. Temporary active duty shall not be deducted from the time allowed for regular military training periods.
- (3) Leave Without Pay
- In the event the required annual Limited Training is extended beyond fifteen days or the Emergency Call-Up beyond thirty days, the employee will be granted leave without pay for such additional days.
- (4) Special Military Leaves of Absence Authorized by Statute or Executive Order
- Military leaves of absence will be granted in accordance with applicable Illinois statutes and executive orders issued by the State of Illinois in response to emergency situations and military operations.

c. Bereavement Leave

Upon request, a faculty or administrative employee shall be granted, without loss of salary, bereavement leave of up to three work days due to the death of a member of his or her immediate family or household and one work day due to the death of a relative outside the immediate family or household. Such coverage shall include party to a civil union and the dependents of party to a civil union. Leaves beyond these amounts may be approved under special circumstances. However, such additional leave will normally be charged to applicable paid leave benefits. Substantiation of the reason for bereavement leave may be required.

d. Jury Duty

Upon request, a leave of absence without loss of pay shall be granted for jury duty service. An eligible employee may be granted a leave of absence without loss of pay for witness service.

e. Educational Leave

Faculty or administrative employees may be granted an educational leave with pay for advanced study upon recommendation by the president and approval by the Board. Educational leave without pay may be authorized by the president. The president or designee may establish reasonable rules for the granting of educational leave.

f. Other Leaves Without Pay

Faculty and administrative employees are not entitled to leaves of absence as a matter of right. The president or designee should weigh carefully the benefits and the disadvantages of each individual request for leave of absence without salary for personal cause and shall authorize only those requests that meet the following conditions:

- (1) There is assurance that the vacated position can either be absorbed or that a suitable replacement can be secured.
- (2) The university will benefit by the experience gained by the person on leave.

g. Disaster Relief - Volunteer Services

Leaves of absence will be granted for volunteer services related to disaster relief in accordance with applicable Illinois statutes or executive orders issued by the State of Illinois in response to emergency situations.

h. Parental Leave

Subject to the approval of Human Resource Services, twenty-five (25) paid work days are provided for continuous parental leave for the birth or adoption of a child or assuming the responsibility for a foster child, when the employee is the primary or coequal caregiver for the child. Whenever possible, advance notice of the need for the leave shall be provided. Parental leave shall be utilized within 12 months of the date of birth or adoption of the child and will run concurrent with Family Medical Leave (FMLA). This is intended to replace the existing twenty (20) working days of nonaccumulative leave in 6b. above.

Section III: Civil Service Employees

Subsection C. Benefits

1. Vacation

a. Purpose

The design of the vacation and leave plan contemplates that each employee will use a sizable amount of his/her available leave for vacation and rest, while reserving smaller increments for personal and family reasons.

b. Eligibility

Vacation is earned by each eligible employee, as defined by the president or designee, per the schedules in 1.c. or 1.d. below (extra-help employees are ineligible to earn vacation leave). An employee serving a probationary period may use earned vacation during the probationary period.

Leaves for vacation purposes shall be arranged with due regard for the operational needs of the university and shall require supervisory approval.

c. Nonexempt Employees

Employees in positions which would be defined as nonexempt by federal Fair Labor Standards Act criteria, who are eligible as defined in these regulations, shall earn vacation in accordance with the following schedule:

- (1) For the first, second and third years of consecutive service, 12 work days in each year of service.
- (2) For the fourth, fifth and sixth years of consecutive service, 15 work days in each year of service.
- (3) For the seventh, eighth and ninth years of consecutive service, 18 work days in each year of service.
- (4) For the tenth, eleventh, twelfth, thirteenth and fourteenth years of consecutive service, 21 work days in each year of service.
- (5) For the fifteenth year and beyond, 25 work days in each year of service.

d. Exempt Employees

All employees in positions which would be defined as exempt by federal Fair Labor Standards Act criteria, for whom no fixed schedule of hours is provided and who receive no overtime compensation, shall earn vacation in accordance with the following schedule:

- (1) For the first, second and third years of consecutive service, 25 work days in each year of service.
- (2) For the fourth, fifth, and sixth years of consecutive service, 26 work days in each year of service.
- (3) For the seventh, eighth, and ninth years of consecutive service, 27 work days in each year of service.
- (4) For the tenth year and beyond, 28 work days in each year of service.

e. Accumulation of Vacation Days

An employee may accumulate at his/her then current leave-earning rate an amount of leave equal to that earned in two service years, but upon reaching this accumulation will cease to earn leave except as the accumulation is reduced. Extra pay in lieu of earned vacation and personal leave will not be allowed. Nonexempt employees as defined in III.C.1.c., meeting the criteria set forth in III.C.1.c.(5) will be permitted to accrue up to a maximum of 56 vacation days.

f. Previous State Service

Where there has been a break in service, the service year shall be computed as though all previous State of Illinois service which qualified for earning of Vacation and Personal Leave benefits is continuous with present service, i.e., service during each separate period of employment, whether institutional or other State service, shall be added together to arrive at total service.

g. Pay at Termination

Subject to applicable State law, if an employee leaves the service of the institution for any reason, including death, a lump sum payment will be granted for the amount of vacation accrued as of the last day of work.

2. Sick Leave

a. Accumulative Sick Leave

An employee may use accumulative sick leave when ill or injured or obtaining medical or dental consultation or treatment. An employee may also use accumulative sick leave for absences due to illness of immediate family as defined in Section III.A.5H.A.8. of these Regulations if the illness is such that the presence of the employee is required; such leave may also be used for illness of other family members living in the immediate household including a party to a civil union and the children of a party to a civil union. Such use of sick leave for absences due to illness in the family shall be granted to the extent reasonably authorized by appropriate supervisory authority up to a total of twelve weeks in any year of service pursuant to the same standards as set forth under university federal Family and Medical Leave Act (FMLA) guidelines and procedures.

b. Purpose

An employee may use accumulative sick leave when ill or injured or obtaining medical or dental consultation or treatment. An employee may also use accumulative sick leave for absences due to illness of immediate family as defined in Section III.A.5H.A.8. of these Regulations if the illness is such that the presence of the employee is required; such leave may also be used for illness of other family members living in the immediate household, including a party to a civil union and the children of a party to a civil union. Such use of sick leave for absences due to illness in the family shall be granted to the extent reasonably authorized by appropriate supervisory authority up to a total of twelve weeks in any year of service pursuant to the same standards as set forth under university federal Family and Medical Leave Act (FMLA) guidelines and procedures.

c. ~~Extended Illness Leave~~ Non-accumulative Sick Leave

~~A Civil Service employee shall be entitled to extended illness leave with pay for extended illness due to documented major medical problems. Extended illness leave shall be limited to twenty days in any 12-month period. Extended illness shall not be used until the employee has used all accumulative leave earned in the 12 months prior to the extended illness leave. Applicability and utilization of extended illness leave benefits shall be in accordance with university procedures.~~

1. Personal Medical Condition. In addition to the accumulative leave (III.A.5 above), a Civil Service employee shall be entitled nonaccumulative sick leave at a full-time rate of twenty-five (25) work days in each year of service including the first for one's own serious health condition. Such non-accumulated leave shall not be carried forward into the next fiscal year. Paid medical leave shall not be used until the employee has used accumulative leave for self expected to be earned in a fiscal year (9 days for 9 months, 12 days for 12 months) prior to the commencement of this leave and will run concurrent with FMLA leave, where applicable for which the employee is eligible. Applicability and utilization of nonaccumulative leave benefits shall be in accordance with university procedures.

2. Family Medical Condition. In addition to the accumulative leave above, a civil service employee is entitled to nonaccumulative sick leave at a full-time rate of twenty-five (25) work days in each year of service including the first for absence due to illness of immediate family as defined in Section III.A.5 of these Regulations if the illness is such that the presence of the employee is required; Such non-accumulated leave shall not be carried forward into the next fiscal year. Paid medical leave is allowable for the care for an immediate family member with a serious medical condition. Paid leave for a family member's serious medical condition shall not be used until the employee has used accumulative leave for family expected to be earned in a fiscal year (9 days for 9 month, 12 days for 12 month) prior to the commencement of this leave and shall run concurrent with FMLA leave, where applicable for which the employee is eligible. Applicability and utilization of nonaccumulative

leave benefits shall be in accordance with university procedures.

d. Limitations

The university reserves the right to require acceptable evidence of illness, injury, or disability before allowing any sick leave benefits. Any employee who is (or expects to be) absent from employment shall notify the appropriate university supervisor immediately, and, in cases where the absence will be for more than three days, the employee shall notify the supervisor of the anticipated length of absence so that arrangements can be made for the employee's duties to be assumed during said absence.

e. Transfer of Unused Sick Leave

Employees at any Illinois public university or State agency who enter employment with Northern Illinois University shall not be eligible for a transfer of unused sick leave unless authorized pursuant to guidelines approved by the president or designee.

f. Pregnancy

These sick leave Regulations shall be applicable to sickness caused by or contributed to by pregnancy, miscarriage, abortion, childbirth, and recovery therefrom.

g. Compensation at Termination

Pursuant to P.A. 83-0976 and P.A. 90-65, at the time of termination an employee is entitled to payment for all unused accumulative sick leave days earned after January 1, 1984 and before January 1, 1998. This liquidating compensation shall be equal to one-half of the number of all unused accumulative sick leave days multiplied by the daily rate of pay applicable to the employee at the time of termination of State service. An employee may elect, however, to forego payment for all or a portion of unused accumulative sick days so that such designated sick days are eligible for additional service credit in the State Universities Retirement System.

h. Sick Leave Bank

The university may establish a system for participation in a university sick leave bank pursuant to P.A. 87-822.

3. Federal Family and Medical Leave

a. Federal Family and Medical Leave Act

Subject to the terms of this provision, all employees who have been employed for at least 12 months with Northern Illinois University and who have worked at least 1250 hours (or an equivalent full-time rate) during the previous twelve months, may on a gender-neutral basis take up to a total of twelve weeks leave during any 12-month year of service under the federal Family and Medical Leave Act (FMLA) of 1993. Conditioned on P.L. 103-3 and applicable U.S. Department of Labor Rules and Regulations, FMLA leave may be taken for one or more of the following reasons:

- (1) Birth of a son or daughter of the employee and in order to care for such son or daughter.
- (2) Formal placement of a son or daughter with the employee for adoption or foster care.
- (3) Care for the spouse, son, daughter, or parent of the employee, if such spouse, son, daughter, or parent has a serious health condition.

- (4) Serious health condition that makes the employee unable to perform the functions of the position of such employee.
- (5) Qualifying military exigency or service member family leave.

Applicable paid leave benefits (sick leave and vacation leave) may be used by employees prior to assuming FMLA leave without pay.

b. Civil Union Family and Medical Leave (Family Illness Leave)

Subject to the terms of provision 3.a. above such leave benefits eligibility shall be expanded to be inclusive of parties to a civil union and their dependents pursuant to university procedures.

4. Workers' Compensation

An employee who suffers disability arising out of and in the course of his/her employment will receive compensation in accordance with the provisions of the Illinois Workers' Compensation and Occupational Diseases Acts.

5. Holidays

a. General

Holidays recognized by the Board shall be New Year's Day, Dr. Martin Luther King, Jr. Day, Memorial Day, Independence Day, Labor Day, Thanksgiving Day, Christmas Day, and four additional days to be determined by the president. University facilities will be closed, except for necessary operations, on these holidays.

b. Employees Not in Prevailing Rate Groups

On these holidays, eligible employees as defined by the president, both negotiated and nonnegotiated, and not in prevailing rate groups, will be excused with full pay.

Employees covered by a collective bargaining agreement who are required to work on these holidays will be compensated in accordance with the terms of that agreement. Employees in positions not covered by collective bargaining agreements will be compensated at the regular rate of compensation plus 1 1/2 times the regular rate of compensation of all hours worked. Employees required to work on any closure days as set forth in Section V.O. of these Regulations shall be compensated in accordance with university policies. These provisions are not applicable if the employee's position would be defined as exempt under federal Fair Labor Standards Act criteria.

c. Prevailing Rate Employees

Eligible employees in prevailing wage rate groups will be excused from work on these holidays but compensated as follows:

- (1) Eligible employees in prevailing wage rate groups will be excused from work with full pay on Dr. Martin Luther King, Jr. Day and the four additional days designated by the president.
- Prevailing rate employees who may be required to work on these holidays will be paid at the rate of pay specified for holiday work in the appropriate multiemployer area agreement.
- (2) For New Year's Day, Memorial Day, Independence Day, Labor Day, Thanksgiving Day, and Christmas Day eligible employees in prevailing wage rate groups will be excused from work but compensated as follows:

- (a) If the holiday is granted with pay for other employees under the appropriate multiemployer area agreement, the employee will be compensated in accordance with practice under the agreement.
- (b) If the holiday is not granted with pay under the appropriate multiemployer area agreement, the employee will be excused without pay.
- (c) Notwithstanding (b) above, each prevailing rate employee shall be extended the option of charging any unpaid holiday under (b) above to vacation accrued.
- Prevailing rate employees who may be required to work on these holidays will be paid at the rate of pay specified for holiday work in the appropriate multiemployer-employer area agreement.

d. Scheduling

For employees who normally work a Monday-through-Friday schedule, holidays which fall on a calendar Saturday will normally be observed on the preceding Friday, and holidays which fall on a calendar Sunday will be observed on the following Monday. Employees who normally work other than a Monday-through-Friday schedule, and who are not scheduled to work on a calendar holiday, will receive, as necessary operations permit, either a scheduled work day off or, if mutually agreed to, an additional day's pay at the regular rate.

6. Other Leaves of Absence

Leaves of absence beyond those accumulated for vacation, personal use and disability may be granted to eligible employees for the following reasons:

a. Military Service

Leave for service in the Armed Forces of the United States without pay shall be granted an eligible employee who enlists or is inducted into such service. These leaves shall be granted and administered in accordance with the provisions of applicable state and federal law.

b. Temporary Military Duty

- (1) A leave of absence shall be granted an eligible employee who is a member of the Illinois National Guard, the Illinois Naval Militia, or the reserve components of the Armed Forces called for Limited Training and/or Emergency Call-up.
- (2) Leave with full pay for Limited Training will not exceed standards established by federal or state regulations for training activities required to maintain standing in the above military units.
- (3) Leave with pay for Emergency Call-up will continue for the duration of the call-up, but is not to exceed 30 calendar days. In the event the required annual Limited Training is extended beyond 15 days or the Emergency Call-Up beyond 30 days, the employee will be granted leave without pay for such additional days. In the event the Limited Training service is requested by the employee but not required by military authorities, he/she may be granted leave without pay if operating requirements of the university permit.
- (3) Leave with pay for Emergency Call-up will continue for the duration of the call-up, but is not to exceed 30 calendar days. In the event the required annual Limited Training is extended beyond 15 days or the Emergency Call-Up beyond 30 days, the employee will be granted leave without pay for such additional days. In the event the Limited Training service is requested by the employee but not required by military authorities, he/she may be granted leave without pay if operating requirements of the university permit.
- (4) Special Military Leaves of Absence Authorized by Statute or Executive Order

- Military leaves of absence will be granted in accordance with applicable Illinois statutes and executive orders issued by the State of Illinois in response to emergency situations and military operations.

c. Bereavement Leave

Upon request, an eligible employee shall be granted, without loss of pay, bereavement leave of up to three work days due to the death of a member of his or her immediate family or household and of one work day due to the death of a relative outside his or her immediate family or household. Such coverage shall include a party to a civil union and the dependents of party to a civil union. Leaves beyond these amounts may be approved under special circumstances. However, such additional leave will normally be charged to applicable paid leave benefits. Substantiation of the reason for bereavement leave may be required.

d. Jury Duty

Upon request, a leave of absence without loss of pay shall be granted for jury duty service. An eligible employee may be granted a leave of absence without loss of pay for witness service.

e. Educational Leave

A status employee may be granted an educational leave with pay upon recommendation of the president and approval by the Board. Educational leave without pay may be authorized by the president. The president or designee may establish reasonable rules for the granting of educational leave.

f. Personal Leave

A personal leave without pay may be granted to a status employee who requests such leave. A personal leave may be granted upon determination that the position can be vacated for a period of time without disruption of the university's operation. Such leave may be authorized by the president. The president or designee may establish reasonable rules for the granting of personal leave.

g. Excused Absences and Leave Extension

The president or designee may establish reasonable rules for the granting of excused absences and/or extensions of authorized leaves, with or without pay, where unusual circumstances warrant such action.

h. Disaster Relief - Volunteer Services

Leaves of absence will be granted for volunteer services related to disaster relief in accordance with applicable Illinois statutes or executive orders issued by the State of Illinois in response to emergency situations.

i. Parental Leave

Subject to the approval of Human Resource Services, twenty-five (25) paid work days are provided for continuous parental leave for the birth or adoption of a child or assuming the responsibility for a foster child, when the employee is the primary or coequal caregiver for the child. Whenever possible, advance notice of the need for the leave shall be provided. Parental leave shall be utilized within 12 months of the date of birth or adoption of the child and will run concurrent with Family Medical Leave (FMLA). This is intended to replace the existing twenty (20) working days of nonaccumulative leave in 2c. above.

Recommendation: Given that these proposed changes pose no harm to the University and benefit employees, the University requests Board of Trustees approval of the proposed amendment to the Board Regulations regarding Faculty and Administrative Employees and Civil Service Employees Benefits.

COLLECTIVE BARGAINING FOR ROUTE DRIVERS

Summary: Northern Illinois University negotiates with seventeen groups of employees that are represented by a labor union. Salary increases and other terms/conditions of employment for bargaining unit members are subject to negotiation and final agreements are submitted for approval to the Board of Trustees. The following collective bargaining agreement has been tentatively approved, ratified by the bargaining unit, and is submitted to the Board of Trustees for approval.

1) ***Bargaining unit:***

The International Union of Operating Engineers, Local 150, representing approximately five (5) employees total in Materials Management. The collective bargaining agreement represents the following classification:

Route Drivers

Scope of Negotiations: Full agreement

Tentative Agreement for Board Action: A one-year successor agreement, effective July 1, 2019 through June 30, 2020.

Recommendation: Terms and conditions of this agreement are consistent with University policies and guidelines. The University recommends approval of this collective bargaining agreement.

Collective Bargaining Agreement Between
The International Union of Operating Engineers
Local 150 (Route Drivers)
and
Northern Illinois University
DeKalb, IL.
July 1, 2019 through June 30, 2020

PREAMBLE

In order to establish harmonious employment relations through a mutual process, to provide fair and equitable treatment to all employees, to promote the quality and continuance of public service, to achieve full recognition for the value of employees and the vital and necessary work they perform, to specify wages, hours, benefits, and working conditions, and to provide for the prompt and equitable resolution of disputes, the parties agree as follows:

AGREEMENT

This Agreement has been made and entered into by and between the Northern Illinois University, Illinois (hereinafter referred to as “NIU” or “Employer”) and the International Union of Operating Engineers, Local 150, Public Employees Division (hereinafter referred to as the “Union”), on behalf of certain employees described in Article I.

ARTICLE I: RECOGNITION

Section 1.1: Recognition

Employer recognizes the Union as the sole and exclusive bargaining representative in all matters establishing and pertaining to wages and salaries, hours, working conditions, and other conditions of employment on which it may lawfully bargain collectively for employees within the following collective bargaining unit, as certified by the Illinois Educational Labor Relations Board, in Case No. 2003-RC-0014-C:

****INCLUDED:** Route Driver employees in the Materials Management Department of NIU’s DeKalb Campus

****EXCLUDED:** All superintendents, managers, and exempt employees as defined by the Act.

Section 1.2: New Classifications

In the event the Union seeks to add a position classification to the bargaining unit, which may be appropriate to the bargaining unit, the parties agree to meet and discuss the inclusion of the position classification. The final determination as to the appropriateness of the inclusion of additional position classifications in the bargaining unit is solely within the jurisdiction of the Illinois Educational Labor Relations Board.

Where agreement is not reached by the time work must be started, the Employer may start work at the rate it believes proper. If the rate mutually agreed on differs from that established by the Employer, such rate shall be retroactive to the date the new classification became a part of the bargaining unit.

ARTICLE II: UNION & MANAGEMENT RIGHTS

Section 2.1: Union Activity During Working Hours

Union activities within Employer facilities shall be restricted to administering this agreement. The Union shall not engage in Union activities on Employer time or its property which will interfere with employees’ assignments or duties.

Authorized agents of the Union shall have access to the Employers' establishment during working hours for the purpose of adjusting disputes, investigating working conditions, and ascertaining that the agreement is being adhered to, provided however, there is no lengthy, or otherwise, unreasonable interruption of Employers' working schedule. Such agents shall notify the Vice President of Human Resource Services and Compliance, or designee, or the Director of Materials Management or their designees prior to coming on campus.

Section 2.1a: Union Rights

The Union and all bargaining unit members shall maintain all rights protected under law. This shall include the right to bargain collectively with regard to NIU policy matters directly affecting wages, hours, and terms and conditions of employment.

Section 2.2: Time Off for Union Activities

Union stewards shall be allowed time off without pay for legitimate Union business, such as Union meetings and State or International conventions, subject to the operating needs of the Employer and with prior supervisory approval. If the absence is granted, the employee must utilize accumulated vacation or time off without pay in order to take such time off.

Section 2.3: Union Bulletin Boards

The Employer agrees to provide space on a bulletin board in a common work area for the posting of Union notices related to regular Union business. Such notices shall not be political or partisan in nature and shall not defame the Employer or any individual employed by the University or the State. While not limited to the following, notices shall be such as: Union meetings, Union elections and appointments, results of Union elections, recreational, social, and educational programs. All posted notices shall be signed by a Union representative (i.e., steward, business agent).

Section 2.4: Management Rights

The Employer shall not be required to bargain over matters of inherent managerial policy as defined by Section 4 of the Illinois Educational Labor Relations Act. The Employer continues to retain, whether exercised or not, the sole right to operate and manage its affairs in all respects. Any power or authority, which the Employer has not abridged, delegated or modified by the expressed provisions of this Agreement, is retained by the Employer. The rights of the Employer, through its management officials, include, but are not limited to, the following:

- Determine the overall budget of the Employer;
- Determine control and exercise discretion over the organization and efficiency of operations;
- Direct the employees, including the right to assign work and overtime;
- Hire, examine, classify, promote, train, transfer, assign, and schedule employees in positions with the Employer;
- Suspend, demote, discharge, or take disciplinary action against the employees for just cause;
- Increase, reduce, change, modify, or alter the composition and size of the workforce, including the right to relieve employees for health and safety reasons;
- Reallocate positions to higher or lower classifications;
- Establish, modify, combine, or abolish job classifications;

- Determine the purpose of each of its service areas;
- Set standards for services to the public;
- Determine the locations, methods, means, and personnel by which operations are to be conducted, including the right to determine whether goods and services are to be provided or purchased;
- Change or eliminate existing methods, equipment, or facilities.

The Employer shall have the right to make such reasonable rules and regulations as are necessary for the safe and efficient operation of the Employer's property. The Employer retains all the rights as an Employer which it now has or may have in the future under law and common law unless a specific clause of this contract expressly abridges such rights. The Employer will provide bargaining unit members reasonable notice of any changes.

Section 2.5: Parking Permit Rates

All parties recognize that the parking permit rate is set by the Employer.

ARTICLE III: UNION DUES/FAIR SHARE CHECK OFF

Section 3.1: Deductions

NIU agrees to deduct from the pay of those employees who are Union members any or all of the following:

- (A) Union membership dues, assessments, or fees
- (B) Union sponsored credit and other benefit programs.

Upon receipt of an appropriate written authorization from an employee, such authorized deductions shall be made in accordance with the law and shall be remitted to the Union on a monthly basis at the address designated in writing by the Union. The Union shall advise NIU of any increases in dues or other approved deductions in writing at least thirty (30) days prior to its effective date.

The Employer shall not be under any obligation to make any deductions for dues if any bargaining unit members' pay within any pay period, after deductions for State insurance and deductions required by law, including but not limited to withholding tax and employee contributions to the State Universities Retirement System, is less than the amount of authorized deductions. In such event, it will be the responsibility of the Union to collect dues for that period directly from the bargaining unit member.

Nothing in this Article shall require the Employer to deduct Union fines, penalties, or special assessments from the salary of any bargaining unit member. This section shall not prohibit other deductions authorized by individual bargaining unit members.

Section 3.2: Fair Share

Pursuant to the Illinois Educational Labor Relations Act and amendments thereto, employees covered by the article who are not members of the Union or do not make application for membership, shall be required to pay, in lieu of dues, their proportionate fair share of the collective bargaining process, contract administration, and the pursuance of matters affecting wages, hours, terms, and conditions of employment.

The proportionate fair share payment shall be deducted by NIU from the earnings of the non-member employee each pay period.

The amount of the above employee deductions shall be remitted to the Union after the deduction(s) is made by NIU with a listing of the employee, social security number, address, and the individual employee deduction(s), along with deductions remitted pursuant to this article.

The Union shall certify to the Employer the fair share amount to be deducted pursuant to the provisions of this article. In addition, the Union shall advise the Employer of any subsequent change therein.

The proportionate fair share fee deduction shall commence with the first pay period starting 30 days after the Union certifies to the Employer the amount of the proportionate fair share fee, or 30 days after the date of original employment for a new employee, whichever is later.

Section 3.3: Appeal Procedure

The Union agrees to provide fair share payers with an appeal procedure in accordance with applicable law.

Section 3.4: Hold Harmless

The Union shall indemnify, defend, and hold the Board, the University, and its members, officials, agents, or its employees or representatives harmless against any claim, demand, action, complaint, suit, or any form of liability (monetary or otherwise) arising from the deduction of membership dues and fair share fees established by the Union and communicated to the Employer in compliance with this article or in reliance on any list, notice, certification, affidavit, or assignment furnished. The Union assumes full responsibility and liability for the disposition of monies deducted from the salaries of bargaining unit members for dues and fair share fees once such monies have been remitted to the official designated by the Union to receive such remittance. The Union shall promptly refund to the University any funds received pursuant to this article, which are in excess of the amount of dues or fair share fees that the Employer has agreed to deduct.

ARTICLE IV: HOURS OF WORK AND OVERTIME

Section 4.1: Workday and Workweek

Par. 1 Seven and one-half (7 ½) hours shall constitute a normal day's work and thirty-seven and one-half (37 ½) hours in five (5) consecutive days shall constitute a normal week's work. Hours of work shall be consecutive except for meal periods, which shall not be less than one-half (1/2) hour or more than one (1) hour. The established work week is Monday through Sunday.

Par. 2 Upon ratification of this initial agreement, bargaining unit employees shall normally be scheduled to work seven and one-half (7.5) consecutive hours between the hours of 7:30 a.m. and 4:00 p.m., or 8:00 a.m. and 4:30 p.m. Monday through Friday. Thereafter, at the Employers' discretion, employees who are hired after the ratification of this agreement may be assigned start times and work schedules other than those listed above.

Par. 3 Starting times may be changed up to two (2) hours by mutual agreement of the Employer and the Union.

Par. 4. In the event that the university implements a four day work week during the summer break, both parties agree to the tenets of the most recent MOU (as identified in appendix 1).

Section 4.2: Lunch/Rest Period

Par. 1 It is the practice of the University to permit two 15-minute rest periods per day to any full time hourly employee, one during the first half of the work schedule and one during the second half of the work schedule. The rest period is not a guaranteed right, but a privilege which is granted for the employee's well-being.

Par. 2 The rest period is to be scheduled by the supervisor and is to be preceded by and followed by an extended work period. There are no provisions for the accumulation of rest periods to be taken as late arrivals, early departures, or time off in some other way. Employees are requested to make every effort not to abuse this privilege. Repetitive employee violations of this privilege may result in disciplinary action.

Par. 3 Scheduled unpaid lunch periods on any shift should be a minimum of 30 minutes and not exceed one hour. Lunch periods are specified under the Fair Labor Standards Act if an employee is scheduled to work seven and one-half hours or more on a consecutive basis.

Section 4.4: Overtime Compensation

Par. 1 Time and one-half shall be paid for hours worked over seven and one-half (7 ½) in one (1) day, or over thirty-seven and one-half (37 ½) hours in pay status in any work week. Paid benefit time does not count as hours of work toward accumulation of overtime on a daily basis.

Par. 2 The Employer agrees to pay double-time for all hours worked on the employee's second regularly scheduled day off provided the employee does not refuse work offered on the employee's first regularly scheduled day off in the same work week.

Section 4.5: Overtime Distribution

The Employer shall distribute overtime based on seniority. The Employer shall maintain an overtime rotation list based on seniority. The Employer shall ask the most senior employee if he/she wants to work overtime (this person should be at the top of the overtime list). If he/she declines, then the second most senior employee will have the opportunity to work the overtime assignment, etc. Anyone declining an overtime assignment shall be placed at the bottom of the overtime rotation list. However, regardless of the rotation described herein, during the winter shutdown period, overtime shall be offered by seniority – the most senior bargaining unit shall be offered overtime first. Non-bargaining unit employees shall not receive overtime unless all bargaining unit members have declined the overtime assignment. The Employer shall maintain a current rotation list which shall be posted on the bulletin board.

Section 4.6: Scheduled Overtime

Overtime shall be scheduled forty-eight (48) hours in advance when possible. The employee shall be advised of the assignment as well as the approximate duration of the overtime. Scheduled overtime shall be a minimum of three (3) hours in duration unless the scheduled overtime precedes the employees scheduled shift in which case the minimum shall be two (2)

hours. Overtime that continuously follows employees scheduled work shift shall be paid for actual hours worked. If after all employees have been contacted for overtime and either cannot be reached or have refused to work an overtime assignment, the overtime assignment may be mandatory and imposed in reverse seniority order until all overtime assignments have been filled.

Section 4.7: Call Back

A “call back” is defined as an unscheduled assignment of work given to an employee who has left the worksite. Callbacks shall be compensated at the appropriate rate of pay for all hours worked on callback. Employees shall be compensated for a minimum of three (3) hours for call back assignments. Any scheduled overtime hours shall not be considered a call back.

ARTICLE V: SENIORITY

Section 5.1: Seniority Defined

An employee’s seniority shall be the period of the employee’s most recent continuous regular employment as a Route Driver at NIU. The management will solicit interest, based on seniority, from current bargaining unit members when vacant positions become available within the classification.

Section 5.2: Breaks in Continuous Service

In accordance with State Universities Civil Service System Statute and Rules, an employee’s continuous service record shall be broken by resignation, discharge for just cause, and retirement.

Section 5.3: Seniority List

Once each year, the Employer shall post a seniority list by January 31 of each year. A copy of the seniority list shall be furnished to the Union when it is posted. The Union will have 10 business days to accept the seniority list and bring any concerns to the Employer’s attention. The Employer will not be held responsible for any concerns that are brought to its attention after 10 business days.

Section 5.4: Probationary Employees

New employees shall serve a probationary period consistent with State Universities Civil Service System Statute and Rules (currently six (6) months). The University will provide the Union a copy of the orientation letter whenever a new employee is hired.

ARTICLE VI: LAYOFF AND RECALL

Section 6.1: Definition and Notice

A layoff is a reduction in workforce. The Employer shall give the Union at least thirty (30) days notice of layoffs of bargaining unit employees.

Section 6.2: General Procedures

In the event of a layoff, employees shall be laid off in inverse order of seniority and in accordance with State Universities Civil Service System Statute and Rules. However, prior to laying off any bargaining unit employees, all extra help employees who perform work

customarily performed by bargaining unit employees within the Distribution Services department shall be terminated. For the purpose of this Section, students are not considered extra help.

Section 6.3: Recall of Laid off Employees

The names of laid-off employees shall be placed on the restoral or re-employment register for their classification, as defined by State Universities Civil Service System Statute and Rules. Employees shall be recalled in seniority order by classification.

ARTICLE VII: DISCIPLINARY PROCEDURES

Section 7.1: Employee Discipline

The Employer agrees with the tenets of progressive and corrective discipline and that discipline shall be imposed only for just cause. Discipline shall include but not be limited to the following progressive steps:

- (A) Oral warning with documentation of such filed in the employees' personnel file, with a copy sent to the Union office.
- (B) Written reprimand with copy of such maintained in the employees' personnel file, with copy sent to Union office.
- (C) Suspension without pay with documentation of such maintained in the employees' personnel file, with copy sent to Union office.
- (D) Discharge with documentation of such maintained in the employee's personnel file, with copy sent to Union office.

Pursuant to actual imposition of written reprimands, suspension without pay, or discharge the employee shall be afforded an opportunity to discuss his/her views concerning the conduct causing such disciplinary action. Such discussion should take place as soon as practicable after the Supervisors action and not be unduly or unreasonably delayed, and the employee shall be informed clearly and concisely of the basis for such action. Furthermore, upon request of the employee, a representative of the Union (Steward) shall be allowed to be present and participate in such discussions.

Discharge and Involuntary Demotion

The Employer shall notify the employee and Union of the intent to initiate an involuntary demotion or discharge proceedings before the State Universities Civil Service Merit Board at least thirteen (13) working days prior to the commencement of the involuntary demotion or discharge procedures as required by the State Universities Civil Service System. Such notices shall satisfy the requirements of the collective bargaining agreement and shall not, in any manner, diminish the Employer's or the Employee's rights under the State Universities Civil Service System. During this period, a grievance may be filed directly at Step 3 of the grievance procedure.

State Universities Civil Service System procedures shall not commence until after the thirteen (13) working day period mentioned above has ended, or until a grievance filed on the basis of

notice of demotion or intent to discharge has been responded to at Step 3, whichever occurs later. In the third level response, the University shall outline the options available to the employee with respect to further pursuit of the matter. An employee served with written notification of the initiation of an involuntary demotion or discharge proceedings per the State Universities Civil Service System discharge procedures in accordance with this Agreement may either:

1. Elect to follow the procedures for review specified in the Rules and Regulations of the State Universities Civil Service System, Chapter VI, Section 250.110(e)(1) through (7).
2. Alternatively, the Union may move the grievance toward arbitration pursuant to the grievance procedure of the collective bargaining agreement. If the employee elects to follow the procedures specified in the Rules and Regulations of the State Universities Civil Service System, initiation of such action shall waive any rights which either the employee or the Union might otherwise have to use or continue to use the grievance procedures of this collective bargaining agreement with respect to said demotion or discharge.
3. Likewise, if the employee elects to follow the grievance procedures of this agreement, initiation of such action shall constitute a waiver of any rights which either the employee or Union might otherwise have had under the Rules and Regulations of the State Universities Civil Service System.

In the event that a grievance is resolved through the issuance of an arbitration decision, the decision shall be final and binding upon the Union, the Employer, and the employee.

Section 7.2: Right to Representation

Prior to any disciplinary discussions (pre-disciplinary or otherwise) with the employees, the Employer shall inform the employee that disciplinary action may be taken. It is the employees' right and responsibility to request Union representation and to bring a Union representative to the meeting scheduled by the Employer.

ARTICLE VIII: GRIEVANCE PROCEDURE

Section 8.1: Grievance Defined

A grievance is defined as any claim of violation of this Agreement. For the purpose of this grievance procedure, business days are defined as Monday through Friday.

Section 8.2: Processing of Grievances

Grievances shall be processed only by the Union on behalf of an employee or on behalf of a group of employees or itself. The Grievant or one Grievant representing a group of Grievants may be present at any step of the grievance procedure, and the employee(s) is entitled to Union representation at each and every step of the grievance procedure. The resolution of a grievance filed on behalf of a group of employees shall be made applicable to all employees within the bargaining unit.

Section 8.3: Grievance Steps

STEP ONE: Immediate Supervisor

Attempts by the employee to resolve a grievance, with or without a union representative, must be submitted in writing to his or her immediate supervisor, within ten (10) business days of the event giving rise to the grievance, or when the employee reasonably should have realized that a dispute existed. The immediate supervisor shall attempt to adjust the matter and shall respond in writing within ten (10) business days.

STEP TWO: Director of Materials Management

If the grievance remains unsettled after the response in Step One, the Union may submit a written grievance to the Director of Materials Management, or his/her designee, within ten (10) business days of the Step One response. The Director of Materials Management, or his/her designee, shall schedule a conference within ten (10) business days of receipt of the grievance to attempt to adjust the matter. The Director of Materials Management, or his/her designee, shall submit a written response within ten (10) business days of the conference.

STEP THREE: Vice President of Human Resource Services and Compliance

If the grievance remains unsettled after the response in Step Two, the Union may submit a written grievance to the Vice President of Human Resource Services and Compliance, or designee, within ten (10) business days of the Step Two response. Grievances concerning discharge may be filed directly at Step Three within five (5) business days of the discharge or when the employee/Union reasonably should have realized that a dispute existed.

The Vice President of Human Resource Services and Compliance, or designee,, shall schedule a conference within ten (10) business days of receipt of the grievance to attempt to adjust the matter. The Vice President of Human Resource Services and Compliance, or designee,, shall submit a written response within ten (10) business days of the conference.

STEP FOUR: Arbitration or Civil Service

If the grievance is not settled at Step Three, the Union may present the grievance to the Vice President of Human Resource Services and Compliance, or designee,, for arbitration within ten (10) business days after receipt of the Step 3 response. A representative of Human Resource Services shall schedule a meeting with the Union and appropriate departmental personnel to discuss the issues for arbitration. This meeting shall be scheduled at a time mutually agreeable to the parties and within fifteen (15) days of receipt of notice to arbitrate.

The scope of arbitration is limited to the terms of this agreement and any supplemental agreements between the parties. Board of Trustees Regulations and Bylaws, University Rules and Policies, Laws of the State of Illinois, and Rules and Regulations of Administrative Agencies are not subject to arbitration. Pursuant to current State Universities Civil Service Statute and Rules, matters relating to the discharge/dismissal of a probationary employee are not subject to arbitration. The arbitrator shall have no authority to amend, modify, nullify, ignore, add to, or subtract from the provisions of this Agreement. The arbitrators shall only consider and make a decision with respect to the particular issues necessary to resolve the grievance without recommendation or comment on any other matter. The arbitrator shall be without power to make a decision or render an award contrary to or inconsistent with or modifying or varying in any way the application of laws, rules, and regulations having the force and effect of law. No liability shall accrue against the Employer for a date prior to the time limits defined in Step One.

The arbitrator shall submit in writing their decision and award within thirty (30) calendar days following the close of the hearing or the submission of briefs by the parties, whichever is later. The decision and award shall be based solely upon the arbitrator's interpretation of the meaning or application to the facts of this Agreement to the grievance presented. Past practices may be considered in interpreting an ambiguous provision of this Agreement but may not be considered for the purpose of creating an employee right or Employer obligation or liability. Subject to the provisions of this Section, the decision of the arbitrators shall be final and binding on the parties.

SECTION 8.4: Grievance Forms

The written grievance required under this Article shall be on a form, which shall be provided by the Union. It shall contain a statement of the Grievants' complaint, the section(s) of this Agreement that have been allegedly violated, the date of the alleged violations and the relief being sought. The form shall be signed and dated by the Grievant and/or his/her representative. An improper grievance form, date, section citation or other procedural error shall not be grounds for denial of the grievance.

SECTION 8.5: Settlements and Time Limits

Any grievance not appealed to the next succeeding step in writing and within the appropriate number of work days of the Employer's last answer will be considered settled on the basis of the Employer's last answer and shall not be eligible for further appeal, except that the parties may, in any individual case, extend this limit by mutual agreement not to exceed a total of thirty (30) calendar days for the particular grievance.

SECTION 8.6: Union Steward

A duly authorized bargaining unit representative shall be designated by the Union as the Steward. The Union may designate two (2) Stewards and will provide written notice to the Employer to identify those individuals.

ARTICLE IX: HOLIDAYS

Section 9.1: General Information

All bargaining unit employees shall receive the paid holidays in accordance with Board of Trustees guidelines as stated in the Board of Trustees Policies and Procedures.

Section 9.2: Specific Applications

Employees may be excused without pay to vote in local, state, or national elections if a reasonable period of off-duty time is not available.

Section 9.3: Holiday and Administrative Closure Pay

All bargaining unit members shall receive the paid holidays in accordance with University guidelines as stated in the Board of Trustees Policies and Procedures.

ARTICLE X: VACATIONS AND PERSONAL LEAVE

Vacation accrual, vacation usage, vacation pay, sick leave accrual, and leave of absences, will be in accordance with university guidelines as stated in the Board of Trustees Policies and Procedures.

ARTICLE XI: PENSION BENEFITS AT RETIREMENT

Employees shall receive retirement benefits in accordance with the State Universities Retirement System (SURS) rules and regulations.

ARTICLE XIII: EMPLOYEE TRAINING AND EDUCATION

Section 13.1: Compensation

The Employer agrees to compensate all bargaining unit employees their regular rate of pay for all hours spent for training, schools, and courses which the Employer requires an employee to attend. If training is scheduled during normal work hours, it shall be treated as a normal work day. When an employee is required to use his/her own automobile, mileage shall be reimbursed in accordance with University policies and procedures.

Section 13.2: Commercial Drivers License (CDL A)

The Employer agrees to reimburse the difference between the cost of a CDL A license and a class D driver's license for those employees whose positions require a CDL A. Employees with a current CDL A license at the time of ratification of this agreement and hired into the bargaining unit prior to 7/1/2008 must maintain their license throughout their employment in the classification. Individuals hired into the bargaining unit after 7/1/2008 must acquire an Illinois Class CDL A by the end of their six month probationary period and must maintain this license throughout their employment in the classification.

Section 13.3: Educational Incentive

Employees will be provided educational benefits in accordance with University policies and procedures.

ARTICLE XIV: SAFETY

Section 14.1: Compliance with Laws

In order to maintain safe working conditions, the Employer shall comply with all laws applicable to its operations concerning the safety of employees covered by this Agreement.

Section 14.2: Safety

The Union recognizes the responsibility of its members to obey reasonable safety rules and follow safe work practices to insure employee safety as well as that of fellow workers.

Employees who reasonably and justifiably believe that their safety and health are in danger due to an alleged unsafe working condition, equipment or vehicle, shall immediately inform their supervisor who shall have the responsibility to determine what action, if any, should be taken including whether or not the job assignment should be discontinued.

On a case by case basis, the Employer shall provide training as determined by management to employees on unfamiliar equipment and/or procedures.

ARTICLE XV: LABOR-MANAGEMENT MEETINGS

Section 15.1: Labor-Management Conferences

The Union and the Employer mutually agree that in the interest of efficient management and harmonious employee relations, meetings shall be held between the Union and Employer's representatives when appropriate. Such meetings shall be scheduled within ten (10) business days of either party requesting the meeting, or at a time mutually agreed upon by the parties, and shall

be limited to:

- (A) Discussion of the implementation and general administration of this Agreement;
- (B) A sharing of general information of interest to the parties;
- (C) The identification of possible health and safety concerns.

A Union representative and/or Union Steward may attend these meetings. The Employer may assign appropriate management personnel to attend.

Section 15.2: Purpose

It is expressly understood and agreed that such meetings shall be exclusive of the grievance procedure. Such meetings shall be chaired by a representative of the Employer and there shall be no loss of wages for the attendance by Union Stewards and/or affected bargaining unit employees. Details of grievances or arbitrations shall not be discussed at such meetings.

ARTICLE XVI: SUBCONTRACTING

The Department of Materials Management shall maintain its current practice of avoiding subcontracting out work performed by bargaining unit members. In emergency temporary situations, the department may subcontract work.

ARTICLE XVII: SUPERVISORY WORK AND TEMPORARY WORKERS

Par. 1 The Employer will maintain its current practice of hiring students and extra help as needed. The parties agree to discuss substantial continuing increases (from current practices) in the use of temporary workers through the labor management committee process.

Par. 2 In emergency or time-sensitive situations, supervisors may perform duties normally assigned to members of the bargaining unit. The purpose for performing such duties may include but is not limited to training, when there is a shortage of staff, or in overtime situations where employees have declined the overtime assignment.

ARTICLE XVIII: DUTIES OUTSIDE TRADITIONAL JOB ASSIGNMENTS

Bargaining unit employees will not be required on a regular basis to perform duties that are not typically performed by their job classification. Bargaining unit members may be required to perform work different from traditional job duties for which the employee does not or has not traditionally performed in order for the University to operate in a more efficient and effective manner. Employees, in any emergency situation, may be temporarily assigned to other duties, but such assignments will not reduce the employee's wages.

ARTICLE XIX: UNIFORMS AND EQUIPMENT

Section 20.1 Weather Accessories and Footwear Allowance

The employer shall maintain the current compliment of personal protective equipment. The employer will provide each bargaining unit member an allowance of up to \$100 total each fiscal year toward the purchase of footwear or weather accessories. Employees who exceed the maximum will be responsible for the difference. The employer retains the right to determine which purchase is acceptable for the workplace before issuing a reimbursement.

ARTICLE XXI: PERSONNEL RECORDS

Section 21.1: Personnel Records

In accordance with Human Resources Services and University policy and procedures, an employee's personnel record is available during regular business hours for an employee and/or his/her designee to review. The employee must receive prior approval from his/her supervisor to be released from work to review his/her file. With the exception of routine personnel transaction records, no document, record, letter, or other information may be placed in the employee's personnel file without knowledge of the employee.

Section 21.2: Right of Inspection and Copies

An employee will be granted the right to inspect his/her official personnel records during working time no more than two times per year. An employee may obtain a copy of his/her record upon request to the appropriate person. The cost of making copies of documents within the file will be borne by the employee.

ARTICLE XXII: NON-DISCRIMINATION

Section 22.1: Prohibition against Discrimination

Both the Employer and the Union agree not to unlawfully discriminate against any employee on the basis of race, sex, creed, religion, color, sexual orientation, marital or parental status, age, national origin, political affiliation and/or beliefs, or other non-merit factors. Furthermore, the parties agree not to discriminate against disabled veterans and veterans of the Vietnam Era. Rights of employees pursuant to this Article are not exclusive and shall be inclusive of any and all other remedies available to them by law.

Section 22.2: Union Activity

The Employer and the Union agree that no employee shall be discriminated against, intimidated, restrained or coerced in the exercise of any rights granted by this Agreement, or on account of membership or non-membership in, or lawful activities on behalf of the Union. This language shall not be construed or interpreted to limit the Union's or employee's right to pursue action through the Illinois Educational Labor Relations Board.

ARTICLE XXIII: NO STRIKE/NO LOCKOUT

Section 23.1: No Strike

During the term of this agreement or any extension thereof, neither the Union nor any employee covered by this Agreement will instigate, promote, sponsor, engage in, or condone any strike, sympathy strike, slowdown, concerted stoppage of work, or any other intentional interruption of the operations of the University.

Section 23.2: No Lockout

The Employer will not lock out an employee covered by this Agreement during the term of the Agreement as a result of a labor dispute with the Union.

ARTICLE XXIV: WAGES

Section 24.1: Salary Increases in Succeeding Years

Par. 1 For FY2020, the University will grant employees who are employed in the collective bargaining unit, salary increases equivalent to those authorized for general distribution to all non-negotiated hourly Operating Staff employees of the University in accordance with the salary increase distribution procedures approved by the Board of Trustees and outlined in applicable

published University Salary Increment Guidelines for the University, including funds appropriated for salary increases by the University or personnel salary increases via the state appropriation process. These increases will be distributed on an across-the-board basis to eligible employee in the bargaining unit. In the event that the University Salary Increment Guideline provides for a variable distribution to all hourly Operating Staff employees on the basis of merit or other factors, then the average increment authorized under the respective guideline will be distributed. For purposes of increment amounts, the University Salary Increment Guideline amount applicable to all hourly Operating Staff employees shall be the only increase granted for distribution for FY2020.

The Employer retains the right to adjust the base rate of pay, which shall not exceed the rate paid to employees currently in the bargaining unit.

SECTION 24.2 ADVANCEMENT

Par. 1 Employees will move up to the next step in the salary plan after serving the number of years indicated for that classification. Salary increments will be effective at the beginning of the pay period in which the employee's anniversary date falls (i.e. Employee's start date = July 9th, then his/her salary increment will be effective July 1st; Employee's start date = July 22nd, then his/her salary increment will be effective July 16th).

Par. 2 The step plan shall apply to the following years of service in the Route Drivers classification in the Department of Materials Management:

\$12.42 base rate
\$16.58 three years
\$17.56 five years
\$19.90 seven years
\$22.32 ten+ years

ARTICLE XXV: EXISTING BENEFITS

CMS Benefits Program and Board of Trustees Provisions will be in accordance with university guidelines as stated in the Board of Trustees Policies and Procedures.

ARTICLE XXVI: MEDIATION

Should an impasse arise during future negotiations, the parties shall employ the mediation process set out in Section 12 of the Illinois Educational Labor Relations Act.

ARTICLE XXVII: SAVINGS CLAUSE

This Agreement shall not supersede:

1. Applicable Federal and State laws as such laws may become amended from time to time;
2. Rules of Federal and State agencies which have the force and effect of law; as such may be amended from time to time;
3. Board of Trustees Governing Policy, By-Laws and Regulations as such may be amended from time to time; except as expressly provided for in this Agreement;
4. Policies, procedures and provisions of employment as established by Northern Illinois University as such may be amended from time to time; except as expressly provided for in

this Agreement.

This Agreement constitutes the entire Agreement and understanding between the parties and supersedes all prior written and oral agreements, commitments and practices between the Employer, Union and employees. This Agreement expresses all obligations of and restrictions imposed on each of the parties during the term of this Agreement. Except as specifically and expressly provided in this Agreement, neither party is required to negotiate any issue during the term of this Agreement.

If any provision of this Agreement or the application of any such provision should be rendered or declared invalid by any court action, or by reason of any existing or subsequently enacted legislation, the remaining parts or portions of this Agreement shall remain in full force and effect and the subject matter of such invalid provision shall be open to immediate re-negotiation.

ARTICLE XXVIII: DURATION

This Agreement shall be effective as of 12:01 a.m. the first day of July, 2019, and shall remain in full force and effect until 11:59 p.m. the thirtieth day of June, 2020, whereupon, it shall be automatically rendered null and void. It shall be automatically renewed from year to year thereafter unless either party notifies the other in writing at least sixty (60) days prior to the anniversary date that it desires to modify this Agreement. In the event that such notice is given, negotiations shall begin no later than thirty (30) days prior to the anniversary date. This Agreement shall remain in full force and be effective during the period of negotiations and until notice of termination of this Agreement is provided to the other party in the manner set forth in the following paragraph.

In the event that either party desires to terminate this Agreement during the period of negotiations, written notice must be given to the other party not less than ten (10) days prior to the desired termination date which shall not be before the anniversary date set forth in the preceding paragraph.

Northern Illinois University

IUOE, Local 150

Jesse Perez, Ed.D
Chief Negotiator
Director of Labor Relations

James M. Sweeney
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Human Resources

Bryan P. Diemer
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COLLECTIVE BARGAINING FOR HEALTH SERVICES

Summary: Northern Illinois University negotiates with seventeen groups of employees that are represented by a labor union. Salary increases and other terms/conditions of employment for bargaining unit members are subject to negotiation and final agreements are submitted for approval to the Board of Trustees. The following collective bargaining agreement has been tentatively approved, ratified by the bargaining unit, and is submitted to the Board of Trustees for approval.

1) ***Bargaining unit:***

American Federation of State, County, & Municipal Employees (AFSCME), Council 31 on behalf of Local 963, representing approximately four (4) employees total in Health Services. The collective bargaining agreement represents the following classifications:

Benefits Counselor
Medical Office Assistant
Medical Office Associate
Medical Transcriptionist I & II
Medical Records Technician
Medical Laboratory Technician I, II, & III
Medical Assistant
Medical Radiographer I & II
Medical Radiography Specialist
Licensed Practical Nurse I & II
Nurse Practitioner
Staff Nurse I & II
Pharmacist
Pharmacy Supervisor
Pharmacy Technician I
Medical Technologist I, II, & III
Dietician Nutritionist
Physical Therapist
Phlebotomist I & II

Scope of Negotiations: Full agreement

Tentative Agreement for Board Action: A one-year successor agreement, effective July 1, 2019 through June 30, 2020.

Recommendation: Terms and conditions of this agreement are consistent with University policies and guidelines. The University recommends approval of this collective bargaining agreement.



**American Federation of State,
County and Municipal Employees, AFL-CIO,
Council 31 on behalf of Local 963 Health Services**



**NORTHERN
ILLINOIS
UNIVERSITY**

**Contract with the Board of Trustees,
Northern Illinois University
7/1/2019 – 6/30/2020**

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Article 1 – Recognition and Authorization

Section 1-- Recognition

Par. 1 The Employer recognizes the Union as the exclusive bargaining representative for the bargaining unit consisting of the following position classifications:

Included: All full and regular part time professional and non-professional employees of Northern Illinois University Student Health Services including: Benefits Counselor, Account Technician, Information Technology Support Specialist, Patient Unit Clerk, Patient Unit Clerk II, Staff Secretary, Transcriptionist, Medical Records Technician, Medical Technician, Medical Technician I, Medical Technician II, Medical Assistant, Ambulatory Care Aide, Ambulatory Care Aide I, Ambulatory Care Aide II, Medical Radiographer Specialist, Medical Radiographer, Licensed Practical Nurse, Licensed Practical Nurse I, Licensed Practical Nurse II, Advanced Practice Nurse, Nurse Practitioners, Registered Nurse, Nursing Coordinator, Staff Nurse II, Registered Pharmacist, Pharmacy Supervisor, Pharmacy Technician, Laboratory Medical Technician, Laboratory Supervisor, Laboratory Medical Assistant, Nutritionist, Registered Dietician, Physical Therapist (see December 2008 MOU attached for clarification)

Included: **

All full and regular part time professional and non- professional employees of Northern Illinois University Student Health Services including:

Benefits Counselor
Medical Office Assistant
Medical Office Associate
Medical Transcriptionist I
Medical Transcriptionist II
Medical Records Technician
Medical Laboratory Technician I
Medical Laboratory Technician II
Medical Laboratory Technician III
Medical Assistant
Medical Radiographer I
Medical Radiographer II
Medical Radiography Specialist
Licensed Practical Nurse I
Licensed Practical Nurse II
Nurse Practitioner
Staff Nurse I
Staff Nurse II
Pharmacist
Pharmacy Supervisor
Pharmacy Technician I
Medical Technologist I
Medical Technologist II
Medical Technologist III
Dietician Nutritionist
Physical Therapist
Phlebotomist I
Phlebotomist II

Excluded:

Excluding physicians and supervisors, managerial, confidential, short term employees, and students, as defined in the Act.

Section 2 – New Classification

Par. 1 When the Employer institutes a new Civil Service classification within Health Services, and the Union believes the new classification may be appropriate to the Health Services bargaining unit, or the Union seeks to add to the bargaining unit a position classification which may be appropriate to the Health Services bargaining unit, the parties agree to meet at the request of the Union to discuss the inclusion of the classification in the bargaining unit. Should the parties agree that the new classification falls within the scope of the Health Services bargaining unit, the parties agree to jointly petition the Illinois Educational Labor Relations Board to seek the necessary unit clarification.

Par. 2 The parties agree that a change in title of a classification in the bargaining unit by the State Universities Civil Service System shall not remove the classification from the bargaining unit as long as the duties and responsibilities of the classification remain essentially the same.

Par. 3 The Employer shall notify and discuss with the Union its intent to abolish or merge existing classifications within the Health Services bargaining unit.

Article 2 – General Provisions

Section 1 – Non-Discrimination

Par. 1 In accordance with applicable statutes and regulations, NIU is an Equal Opportunity Employer and does not discriminate on the basis of race, color, national origin, ancestry, sex, religion, age, physical and mental disability, marital status, veteran status, sexual orientation, gender identity, gender expression, political affiliation, or any other factor unrelated to professional qualifications, and will comply with all applicable federal and state statutes, regulations, and orders pertaining to non-discrimination, equal opportunity and affirmative action.

Par. 2 Neither the Employer nor the Union shall interfere with the right of employees covered by this Agreement to become or not become members of the Union and there shall be no discrimination against any such employee because of Union membership or non-membership. The employer shall not discriminate against, interfere with, restrain or coerce employees because of lawful activities on behalf of the Union or because of their exercise of any rights granted by the Regulations of the Board of Trustees or by this Agreement.

Section 2 – Work Rules

Par. 1 With the exception of the express provisions of this Agreement, during the term of this Agreement, the Employer agrees not to adopt or enforce policy or rule changes related to wages, hours, terms and conditions of employment pertaining to Health Services bargaining unit which would adversely affect only the employees covered by this Agreement, except by mutual agreement of the parties.

Section 3 – Physical Examinations

Par. 1 An employee required by the Employer to undergo a physical examination outside regular scheduled working hours shall be paid one and one-half (1 ½) times the regular rate of pay for all time so spent provided a physicians statement of time is provided to the supervisor.

Section 4 – University Budget

Par. 1 Prior to submission of the budget, the Employer, if requested by the Union, agrees to a meeting for the purpose of discussing wage demands. The purpose of the meeting will be to examine rates, trends and any pertinent information either party wishes to discuss. The Union will make its views known to the Employer.

Section 5 – Working Papers

Par. 1 At least annually the University will provide the union a copy of the working papers as soon as practicable when they become available. The union will pay for normal reproductive costs of the copy.

Section 6 – Signing and Printing the Agreement

Par. 1 The University shall be responsible for reproducing a sufficient number of copies of this Agreement for all bargaining unit employees. The Employer will post the Agreement on the Human Resource Services web site no later than thirty (30) days after approval by the Board of Trustees and shall print and distribute the contract no later

than sixty (60) days from the date the agreement is signed by the Board of Trustees, or designee. These time limitations may be subject to change upon mutual agreement by the parties.

Section 7 – Subcontracting

Par. 1 It is the General Policy of the Employer to utilize employees to perform work appropriate to the employee's classification. The Employer will attempt to minimize the impact on affected employees as a result of sub-contracting or contracting out of work. The Employer agrees to notify and discuss with the Union 30 days prior to the sub-contracting or contracting out of work which may result in the layoff or loss of pay for employees covered by this Agreement. In the event of sub-contracting or contracting out of work which results in the layoff or reduction in pay for any employees, Operating Staff Services Employment Coordinators will provide career counseling, qualification testing and placement services to such employees. The Employer will, subject to Civil Service System requirements, offer such employees positions the Employer is currently seeking to fill at the same or comparable pay rate if possible.

Section 8 – Layoff

Par. 1 Employees to be laid off shall be given fifteen (15) working days notice in writing prior to the effective date of the layoff. A copy of the notice will be sent to the Union President. Where possible, the Employer shall notify the Union thirty (30) days prior to the intended effective date of a planned layoff. If requested by the Union in writing five (5) days of the notice to the Union of a planned layoff, the Employer will meet with the Union twenty (20) days prior to a planned layoff to negotiate the impact of the planned layoff. Layoffs and recalls of bargaining unit employees shall be in accordance with the State Universities Civil System Statute and Rules.

Section 9 – Parking Permit Rates

All parties recognize that the parking permit rate is set by the Employer.

Article 3 – Vacation Requests

Par. 1 Within the total amount accumulated, Health Services operations permitting, vacation leave may be granted by the designated supervisor upon advance request of the employee. In determining whether to give such approval, the supervisor will take into account staffing requirements needed to insure necessary continuity of operations. When such leave is necessary to handle urgent personal or emergency situations that are beyond the control of the employee and that arise too suddenly to permit advance approval, the employee may be granted post-approval by the supervisor, who may require clarification of such situations.

Par. 2 Leave for vacation purposes will be arranged subject to the operational needs of the University and Health Services. Each designated supervisor is responsible for vacation scheduling within their area of responsibility subject to operational needs of Health Services as determined by the Director of Health Services or designee to ensure staffing requirements necessary to insure continuity of operations.

The Director of Health Services or designee shall make every reasonable effort to accommodate employees advance requests for vacation days regardless of the month in which they are requested. Cancellation of approved vacation requests which would result in a financial loss and/or prevent the employee from attending to important personal events shall be only denied in the most extreme emergencies and shall be subject to an expedited grievance procedure agreed upon by the parties to permit the timely resolution of the dispute.

The parties agree absent personal emergency, vacation days will not be granted on the two employee in-service days scheduled every academic year.

Par. 3 All employees may take vacation leave in hundredth-hour increments.

Par. 4 Designated supervisors may approve vacation usage only up to the amount accumulated by an employee. An employee cannot borrow from, use, or loan another employee earned benefits, except as provided by the University Sick Leave Bank policy, which establishes a sick leave pool.

Article 4 – Management Rights

Section 1 – Management Rights

Par. 1 The Employer continues to retain, whether exercised or not, the sole right to operate and manage its affairs in all respects. Any power or authority, which the Employer has not abridged, delegated or modified by the express provisions of this Agreement, is retained by the Employer. The rights of the Employer, through its management officials, include, but are not limited to, the following:

- Determine the overall budget of the Employer;
- Determine control and exercise discretion over the organization and efficiency of operations;
- Direct the employees, including the right to assign work and overtime;
- Hire, examine, classify, promote, train, transfer, assign and schedule employees in positions with the Employer;
- Suspend, demote, discharge or take disciplinary action against the employees for proper cause;
- Increase, reduce, change, modify, or alter the composition and size of the workforce, including the right to relieve employees for health and safety reasons;
- Reallocate positions to higher or lower classifications;
- Establish, modify, combine, or abolish job classifications;
- Determine the purpose of each of its service areas;
- Set standards for services to the public;
- Determine the locations, methods, means, and personnel by which operations are to be conducted, including the right to determine whether goods and services are to be provided or purchased;
- Change or eliminate existing methods, equipment, or facilities.
- Determine and implement standards, methods, and priorities of medical services, treatment, and care for the Health Services division.

Section 2 - Bargaining Unit Positions Incorporating Supervisory Responsibilities

Par. 1 For the following designated classifications, supervisory responsibilities shall be performed pursuant to the most current job description and expressly as determined by the Director, Health Services:

Laboratory Supervisor (Medical Technologist III)
Medical Radiography Specialist
Pharmacy Supervisor
Staff Nurse II

The Health Services administration reserves the right to modify, eliminate, or reassign supervisory duties so long as any such duties allocated to a bargaining unit position remain consistent with the classification specification.

Article 5 – Union Rights

Section 1 – Membership Solicitation

Par. 1 During an employee's work time, neither the Union nor its members shall solicit membership or attend to any other Union matters not related to the administration of this Agreement.

Section 2 – Notification

Par. 1 When a staff representative or other Union official who is not an employee of the University wishes to visit or inspect a work area or meet with University representatives, the person shall inform the Manager, Labor Relations of the intended meeting or visit. Visits to restricted areas shall be arranged with the Manager, Labor Relations and Director, Health Services, to avoid disruption of Health Services operations.

Section 3- Time Off for Union Activities

Par. 1 With supervisory permission, which shall take into account the reasonable operating needs of the Employer, employees who are members of the Health Services bargaining unit as defined in the Recognition article of this

Agreement, and acting in the capacity of representatives, stewards, witnesses or grievants may be permitted time off with pay during their respective working hours to:

- a) attend Health Services grievance hearings (1 Health Services representative)
- b) attend Health Services suspension hearings and discharge proceedings (1 Health Services representative)
- c) attend Health Services contract negotiations (2 Health Services employees)
- d) attend Health Services labor management meetings (3 Health Service employees from three separate Health Service work units)

Par. 2 The Employer and the Union agree to hold labor management meetings quarterly, or as necessary, at a mutually agreed upon time. The parties will exchange agenda items at least five (5) work days in advance. Should no agenda items exist, a meeting will not be held.

Par. 3 No Labor Management Team will have the authority to discuss, change, modify, or infringe upon issues which are related to wages, hours, and terms and conditions of employment.

Par. 4 Time off with pay , subject to operational needs, may be granted to the Local 963 Union President, Chapter Chair, or a designee(s) (who is a member of the Health Services bargaining unit) to attend meetings related to labor relations matters concerning the Local, such as Civil Service Merit Board meetings, AFSCME internal meetings or legislative meetings. Such time off shall not exceed four (4) work days in any fiscal year and may be granted provided the Local 963 Union President, Chapter Chair, or a designee provides a written request to the unit supervisor and the Director of Health Services, or designee with a minimum of ten (10) working days notice. Any time off cited in this paragraph must be approved by the employee's supervisor and reported in writing to the Manager, Labor Relations.

Par. 5 A Local Union Executive Board member or designee, not to exceed one (1) member from Health Services may attend Local #963 board or membership meetings without loss of pay for an overall total of three (3) hours per month, with reasonable advance written notice to the Employer and such absence does not substantially interfere with the department's operations. Attendance shall not be unreasonably denied.

Par. 6 With supervisory permission, which shall take into account the reasonable operating needs of the Employer, time off without pay may be granted to additional Health Service bargaining unit representatives to attend meetings as described in par. 2 of this Section, provided the representative provides five (5) work days advance notice.

Section 4 – Requests for Meeting Space

Par. 1 Requests for meeting room space within the Health Services building must follow procedures established by Health Services administration. Requests for meeting room space on campus, but outside Health Services shall be requested in writing through the Manager, Labor Relations.

Section 5 – Mailings and Telephone

Par. 1 The Union shall have the right to use campus inter-office mails and telephone (local use only) in accordance with University policies/regulations and Federal statutes (as may be amended from time-to-time). Bargaining unit employees shall be assigned a University e-mail address.

Section 6 – Bulletin Boards

Par. 1 The Employer agrees to furnish bulletin board space in common work areas for the posting of Union notices related to regular Union business. Such notices shall not be political or partisan in nature or violate University policy or procedures regarding discrimination and shall not defame the Employer or any individual employed by the University or the State. While not limited to the following, notices shall be such as: Union meetings, Union elections and appointments, results of Union elections, recreational, social, and educational programs. All posted notices shall be signed by an officer of the Union. If there is a concern regarding political,

partisan, or defamatory notices on a Union bulletin board, the Office of Labor Relations, shall contact the Union President or any officer to remove the notice.

Section 7 – Information Provided to the Union

Par. 1 On a weekly basis, the Union will be notified of new Health Service bargaining unit employees scheduled to attend new employee orientation in Human Resources. Within the first scheduled week of employment for a new Health Services bargaining unit employee, one Health Services Union representative, on a straight time basis, shall be allowed up to thirty (30) minutes to hold an orientation with the new employee(s) who are covered by this collective bargaining agreement. The meeting shall take place at a time and location mutually agreed upon by the Health Services Union representative and the Director, Health Services, or designee.

Par. 2 On a quarterly basis, the Union will be provided with the a report of all employees leaving the bargaining unit because of retirement, resignation, promotion, transfer, demotion, dismissal, or discharge.

Par. 3 On an semi-annual basis, the Employer will provide the Union with a seniority list of bargaining unit members.

Par. 4 The Union will provide the Manager, Labor Relations with any changes in officers, stewards, representatives, trustees, and/or officials, and their contact information as the changes occur.

Section 8 – Jurisdictional Disputes

Par. 1 In the case of jurisdictional disputes arising between representatives of this Union and those of other Unions, it is understood that such differences shall be settled between the Employer and the Unions concerned, without any work stoppage and that the Employer will not make any changes in any already established work assignment practices pending resolution of the dispute.

Article 6 -- Deductions/Proportional Share Clause

Par. 1 Upon this provision taking effect, the Union shall submit to the Employer an affidavit which certifies the amount constituting an Employee's proportionate share of the cost of the collective bargaining process and the contract administration, which amount shall not in any event exceed the dues uniformly required of members of the Union.

Par. 2 The proportionate share fee deduction shall commence with the first pay period starting 30 days after the Union certifies to the Employer the amount of the proportionate share fee, or 30 days after the date of original employment for a new employee, whichever is later. Each full-time employee in the bargaining unit who is not a member of the Union shall be required to pay the proportionate share fee. Such proportionate share payments shall be deducted from the earnings of the non-member employees pursuant to usual and customary payroll deduction procedures and paid to the Union.

Par. 3 The Employer agrees to deduct Union dues, assessments, and Union sponsored benefit program contributions (including PEOPLE and dental plan) and from the pay of those employees who are Union members covered by this Agreement and who individually, on a form provided by the Union, request in writing that such deductions are made. The Union shall certify the current amount of Union deductions.

Par. 4 The amount of the above employee deductions shall be remitted to AFSCME Council 31 after the deduction is made by the Employer with a listing of each employee, social security number, and the individual employee deduction(s).

Par. 5 It is understood and agreed that the Employer and the Union jointly acknowledge and respect the provisions of the "Wage and Salary Withholding Act" as amended, in regard to dues authorization and revocation cards.

Par. 6 The Union shall indemnify and hold harmless the Employer, its officers, agents and employees from and against any and all claims, demands, actions, complaints, suits or other forms of liability that shall arise out of or by

reasons of action taken by the Employer for the purposes of complying with the above provisions of this clause or in reliance on any list, notice, certification, affidavit or assignment furnished.

Article 7 – Classification/Job Assignments

Section 1 – Job Description

Par. 1 A bargaining unit employee will be provided with a copy of their position descriptions within ten (10) work days after receipt of their written request to Human Resources. Except in cases where job descriptions change, such requests shall not be submitted more than once a year.

Section 2 – Assignment Within Job Classification

Par. 1 Except in emergency situations, employees shall not be expected to perform work outside of that normally assigned their classification. The phrase “related duties as assigned” includes only those duties related to those defined in the class specifications.

Par. 2 An employee’s classification shall only be changed in accordance with the State Universities Civil Service System (SUCSS) Statute and Rules.

Article 8 - Discipline/Discharge

Section 1 - Definition

The Employer subscribes to the tenets of progressive and corrective discipline and shall only discipline employees for just cause. Disciplinary action or measures include only the following:

1. Oral warning
2. Written warning
3. Suspension
4. Discharge

Section 2 – Manner of Discipline

Par. 1 Discipline shall be imposed as soon as reasonably possible following the Employer becoming aware, or if applicable, investigating the circumstances giving rise to the discipline. When the employee is notified by the supervisor of an intent to recommend discipline, the employee will be notified of their right to Union representation by the supervisor. It is the employee’s responsibility to request Union representation when the discipline is officially served on the employee. If the steward requested is unavailable, the serving of discipline shall be postponed until a Union officer or another steward is notified, not to normally exceed three (3) work days. A copy of all discipline served shall be given to the Union. The Union may elect to be present when discipline is served upon the employee, if requested by the employee. An oral warning to be considered as such shall be documented by written notification to the employee and the Union.

Par. 2 Once the measure of discipline is determined and imposed, the Employer shall not increase it for the particular act of misconduct which arose from the same facts and circumstances. Discipline shall not be imposed in a manner intended to embarrass the employee.

Section 3 – Investigatory Interviews

Par. 1 When an employee covered by this Agreement is required to appear for an investigatory interview with any representative(s) of the Employer, and the employee holds a reasonable belief that the interview may result in disciplinary action against them, the employee shall have the right to be represented by the Union at any such interviews or meetings.

Section 4 – Expired Discipline

Par. 1 When disciplinary action is imposed, the Employer shall notify the employee and the Union of the disciplinary action. Such notification shall be in writing and shall reflect the specific nature of the offense. Upon written request, oral and written reprimands will be removed from an employee’s file after one (1) year has elapsed provided no further related reprimands have been issued in that timeframe. Suspensions shall no longer be

considered in the progressive discipline process after two (2) years has elapsed provided no further related reprimands have been issued in that timeframe.

Section 5 – Pre-Disciplinary Hearing

Par. 1 Any employee who is being recommended for suspension or discharge shall have the right to a hearing before the discipline is imposed. The employee and the union will be notified in writing of the reason(s) for the proposed discipline and the right to be represented by the Union at the hearing, which will be conducted by the Associate Vice President of Administration and Human Resources or designee. Any employee charged with, or investigated for, any misconduct which may lead to discipline shall have the right to Union representation when such misconduct is discussed if requested by the employee.

Section 6 – Criminal Investigations

Par. 1 This section shall not apply in cases of investigations or arrest for a violation of criminal statute. If discipline (as defined in Paragraph 1) is imposed on the employee, this section shall apply.

Section 7 – Polygraph Exams

Par. 1 No Employee shall be required to take a polygraph exam for any matter pertaining to continued employment.

Section 8 - Discharge

Par. 1 The Employer shall notify the employee and Union of the intent to initiate discharge proceedings before the State Universities Civil Service Merit Board at least 13 working days prior to the commencement of discharge procedures as required by the State Universities Civil Service System. Such notice shall satisfy the requirements of the collective bargaining Agreement and shall not, in any manner, diminish the Employer's or the employee's rights under the State Universities Civil Service System. During this period, a grievance may be filed directly at Step 3 of the grievance procedure.

Par. 2 State Universities Civil Service System procedures shall not commence until after the 13 working day period mentioned above has ended, or until a grievance filed on the basis of intent to discharge has been responded to at Step 3, whichever occurs later. In the third level response, the University shall outline the options available to the employee with respect to further pursuit of the matter. An employee served with written notification of the initiation of discharge proceedings per the State Universities Civil Service System discharge procedures in accordance with this Agreement may either:

1. Elect to follow the procedures for review specified in the Rules and Regulations of the State Universities Civil Service System, Chapter VI, Section 250.110(e) (1) through (7).
2. Alternatively, the Union may move the grievance toward arbitration pursuant to the grievance procedure of the collective bargaining Agreement. If the employee elects to follow the procedures specified in the Rules and Regulations of the State Universities Civil Service System, initiation of such action shall waive any rights which either the employee or the Union might otherwise have to use or continue to use the grievance procedures of this collective bargaining Agreement with respect to said discharge.

In the event that a grievance is resolved through the issuance of an arbitration decision, the decision shall be final and binding upon the Union, the Employer and the employee.

Article 9 – Grievances

Section 1 – Definition

Par. 1 A grievance shall be defined as any dispute or difference between the parties with respect to the application, administration, and interpretation of the provisions of this Agreement or arising out of matters controlled by the employer which directly affect wages, hours, terms and conditions of employment. The acceptance by the Employer of a grievance under Sections 2 and 3 of this Article is not an agreement by the Employer that the grievance is subject to arbitration under Section 4.

Par. 2 The purpose of the grievance procedure is to secure a fair and equitable resolution at the lowest possible level. Both parties shall make an earnest and honest effort to resolve the grievance in the most expeditious, cooperative and harmonious manner possible.

Par. 3 Nothing in this article shall prevent the Union and the University from attempting to solve a dispute prior to filing a grievance.

Section 2 – Procedures

Par. 1 All grievances shall be filed in accordance with the provisions herein. The grievant may be an employee, group of employees or the Union. The employer may accept grievances filed by the Union at Step 3 or refer Union grievances to Step 1 or Step 2.

Par. 2 An employee may choose to pursue a grievance with or without representation. Obtaining representation shall be totally the responsibility of the employee. The Union shall be notified prior to all grievance meetings, and shall have the right to be present at all grievance meetings. If an employee elects to be represented by the Union and agreement is reached, such agreement shall be reduced to writing and the written agreement shall be binding on the parties.

Section 3 – Time Limits

Par. 1 The time limits herein set forth may be extended by mutual consent of both parties. If at any step within the grievance procedure the Employer fails to respond within the time limits herein set forth, the grievant may appeal the grievance to the next step within five (5) working days. Failure of the grievant or the Union to comply with the time limits of this Article shall render the grievance withdrawn by the Union and/or grievant. For the purposes of the grievance procedure, workdays are considered to be Monday through Friday.

Employee-Supervisor Discussion. An employee who has a request or complaint shall discuss the request or complaint with his/her designated supervisor in an effort to settle the same. An employee may do this personally, or through the Union. This procedure, if followed in good faith by both parties, should lead to a fair and prompt solution of most daily employer-employee problems. If, however, a request or complaint is not satisfactorily resolved, it may be reduced to writing and filed promptly as a formal grievance.

Step 1: If the matter is not resolved during the Employee-Supervisor discussion and the grievant wishes to appeal the matter to Step 1, a formal grievance shall be submitted in writing to the Director, Health Services, or designee, within five (5) work days of the immediate supervisor's oral response. Within ten (10) days of the presentation of the grievance, the Director, Health Services, or designee, shall meet with the grievant in an attempt to resolve the grievance at a time mutually agreeable to the parties. The Director, Health Services, or designee, response shall be reduced to writing within five (5) work days following the meeting.

Step 2: If the grievance is not settled at Step 1 and the grievant wishes to appeal the grievance to Step 2, the grievance shall be submitted to the Vice President for Student Affairs, or designee(s), within five (5) work days of the response by the Director, Health Services, or designee. Within ten (10) work days of the presentation of the grievance, the Vice President for Student Affairs, or designee(s), shall meet with the grievant in an attempt to resolve the grievance at a time mutually agreeable to the parties. The Vice President for Student Affairs, or designee(s), response shall be reduced to writing within ten (10) work days following the meeting.

Step 3: If the grievance is not settled at Step 2 and the grievant wishes to appeal the grievance to Step 3, the grievance shall be submitted to the Associate Vice President of Administration and Human Resource Services, or designee, within ten (10) workdays after the department head's written response. The Associate Vice President of Administration and Human Resource Services, or designee, shall schedule a meeting with the department representative(s) and the grievant along with their representative, if any, at a time mutually agreeable to the parties. The Associate Vice President of Administration and Human Resource Services, or designee, shall issue a written response to the grievance within ten (10) workdays following the meeting.

Par. 2 In addition to the Union representative(s) mentioned in this Section, the Local Union President or designee may attend grievance meetings and be given paid time off for such meetings.

Par. 3 The Employer shall notify the Local President, in writing, or the designated representatives of each department for receipt of Step 2 and Step 3 grievances. The Union shall notify the Employer, in writing, of the designated stewards in each area.

Section 4 – Arbitration

Par. 1 If the grievance is not settled at Step 3, the Union may present the grievance to the Associate Vice President of Administration and Human Resource Services or designee for arbitration within ten (10) work days after receipt of the Step 3 response. A representative of the Human Resource Services shall schedule a meeting with the Union and appropriate departmental personnel to discuss the issues for arbitration. This meeting shall be scheduled at a time mutually agreeable to the parties and within fifteen (15) days of receipt of notice to arbitrate.

Par. 2 The parties shall obtain a list of seven (7) arbitrators from the Illinois Educational Labor Relations Board, American Arbitration Association, Federal Mediation and Conciliation Services or other mutually acceptable source. The parties shall meet in person or by telephone and alternately strike names until a single name remains. The cost of services of the arbitrator, court reporter, transcripts and all other costs incurred by the arbitration shall be borne equally by both parties. Neither side shall be responsible for the expense of the other's witnesses or representatives.

Par. 3 The scope of the arbitration is limited to the terms of this Agreement and any supplemental agreements between the parties, except as they may be applicable to this Agreement. Board of Trustees Regulations and By-Laws, University Rules and Policies, laws of the United States and the State of Illinois, Rules and Regulations of administrative agencies are not subject to arbitration. The dismissal of a probationary employee is not subject to arbitration. The arbitrator shall have no authority to amend, modify, nullify, ignore, add to or subtract from the provisions of this Agreement. The arbitrator shall be without power to make a decision or render an award contrary to or inconsistent with or modifying or varying in any way the application of laws, rules, and regulations having the force and effect of law. The arbitrator shall submit in writing the decision and award within 30 calendar days following the close of the hearing or the submission of briefs by the parties, whichever is later. The decision and award shall be based solely upon the arbitrator's interpretation of the meaning or application of this Agreement to the facts of the grievance presented. Subject to the provisions of this Section, the decision of the arbitrator shall be binding on the parties. Questions of arbitrability shall be determined by the arbitrator.

Article 10 – Personnel Files

Par. 1 Employees shall be entitled to full access to their personnel files as prescribed in prevailing state statute. Such reviews shall be made at a mutually agreeable time at Contracts, Records and Reports during working hours with no loss of pay.

Par. 2 An employee's supervisor's file shall contain job related information only. Employees will receive a copy of their annual evaluation and any materials used to support such. The supervisor shall offer constructive suggestions, if a problem is indicated, and shall attempt to aid the employee in resolving the problem(s).

Par. 3 Employees and their authorized representatives (with written consent from the employee) shall be entitled to access to their own employee file containing information related to a work related injury or illness, provided the author of the requested document has signed an appropriate release form.

Par. 4 Nothing herein shall diminish an employees' rights under applicable law.

Article 11 - Health & Safety

Section 1 – General Provisions

Par. 1 The Employer recognizes its responsibility to make all reasonable provisions for the health and safety of the employees, to assure and enforce compliance with Federal and State laws, and to maintain sound operating practice which will result in safe working condition.

Par. 2 The Union recognizes the responsibility of its members to obey reasonable safety rules and follow safe work practices to insure employee safety as well as that of fellow workers.

Par. 3 An employee shall immediately report any unsafe working condition or work practice to the Director, Health Services, or designee. If the matter is not resolved, it may immediately be taken by the Union to the Office of Environmental Health and Safety.

Par. 4 Any protective devices/clothing required by the Employer necessary to preserve the health and safety of employees shall be furnished by the Employer without cost to the employee. All employees shall be provided information on all toxic substances in the workplace as required by law.

Par. 5 The University and AFSCME recognize the value of counseling and assistance programs to those employees who have personal problems which interfere with the employee's efficient and productive performance of his/her job duties and responsibilities. The University and AFSCME will, therefore, work collectively to support the Employee Assistance Program.

Par. 6 The University and the Union will endeavor to maintain a respectful working environment for employees, free from harassment, intimidation, and workplace violence.

Section 2 – ADA Procedures

Par. 1 The employer agrees to notify the union when accommodations are required within the bargaining unit with respect to federal legislation summarized under the Americans With Disabilities Act. Further, the parties agree to discuss the issues of accommodation as would be affected by the provisions of the collective bargaining agreement and the Illinois Education Labor Relations Act.

Par. 2 The immediate supervisor will discuss the physical demand analysis worksheet with the employee before requiring the employee to sign the document. Signing the document does not imply the employee's agreement to the contents therein.

Section 3 – Workers Compensation

Par. 1 Employees who have utilized accumulative benefits and/or extended illness leave while awaiting a determination from the Illinois Workers Compensation Commission and/or the Central Management Services Division of Risk Management as to their eligibility for workers compensation, within thirty (30) days of qualification for disability or within thirty (30) days of a settlement being rendered by Workers Compensation, may opt in writing to purchase back utilized University benefits on a dollar for dollar basis. The employee must provide a doctor's justification for utilization of University benefits as is the current practice. It is clearly understood that employees must purchase non-accumulative benefits used (e.g. extended illness leave) prior to being allowed the purchase of accumulative benefits used.

Article 12 -- Hours of Work/Overtime

Section 1 – Work Day and Work Week

Par. 1 Seven and one half (7 ½) hours shall constitute a normal day's work and thirty-seven and one-half (37 ½) hours in five consecutive days shall constitute a normal week's work. Hours of work shall be consecutive except for meal periods, which shall not be less than one-half (1/2) hour or more than one (1) hour.

Par. 2 Time and one-half shall be paid to hourly employees who work over seven and one-half (7 ½) hours in one (1) day or over thirty-seven and one-half (37 ½) hours in pay status in any work week. The established work week is Monday through Sunday.

Par. 3 Hourly employees may choose to receive overtime payment in compensatory time in accordance with University policy. Compensatory time off shall be approved as requested by the employee subject to the operating needs of the Employer.

Par. 4 Normal work schedules shall be listed and appended to this agreement and may be changed subject to Par. 1, following consultation with the affected employee.

Section 2 – Temporary Reassignment

Par. 1 It is understood that employees will normally be assigned duties and responsibilities consistent with the current classification and that a wide range of assignments related to Health Services may be assigned to existing classifications in accordance with the class specifications of the State Universities Civil Service System.

Par. 2 Employees formally assigned to duties falling outside of their class specification and carrying a higher rate of compensation shall receive formal written notification of such an assignment unless responding to an emergency situation. A temporary salary adjustment of 5% shall be paid to the employee in the event that any such assigned responsibility is retained for three consecutive days or longer. In such an event the temporary salary adjustment shall be considered effective as of the date of allocation of the assigned responsibility and thereafter to the extent that the responsibility is maintained on a continuing basis. The employee shall be formally notified in writing of the removal of any such temporary responsibilities.

Article 13 – Benefits and Wages

Section 1 -- Benefits

Par. 1 Employee benefits shall be granted in accordance with Board of Trustees Regulations. The implementation of the benefits shall be subject to the grievance procedure.

Par. 2 Hourly employees required to work on Board or University designated holidays will receive the regular rate of pay plus one and one-half(1 ½) times the regular rate of pay for all hours worked. Employees' regular working schedules will determine holiday employment.

Section 2 – Wages

Par. 1 Starting rates are established as follows:

| | |
|--------------------------------|---------|
| Benefits Officer | \$15.34 |
| Licensed Practical Nurse | \$14.01 |
| Medical Assistant | \$12.79 |
| Medical Office Associate | \$11.13 |
| Medical Radiographer II | \$18.02 |
| Medical Radiography Specialist | \$19.05 |
| Medical Records Technician | \$12.47 |
| Medical Technologist | \$16.61 |
| Medical Technologist II | \$18.88 |
| Medical Technologist III | \$21.95 |
| Staff Nurse I | \$18.77 |
| Staff Nurse II | \$21.36 |
| Nurse Practitioner | \$28.11 |
| Pharmacist | \$37.23 |
| Pharmacy Supervisor | \$40.95 |
| Pharmacy Technician | \$12.64 |
| Phlebotomist | \$11.09 |

Section 3 – Uniform Allowance

Par. 1 Upon ratification of this agreement, employees in the classifications of Pharmacist, Pharmacy Supervisor, Pharmacy Technician I, Medical Radiographer II, Medical Radiography Specialist, LPN II, Nurse Practitioner, Staff Nurse I, Staff Nurse II, and Medical Assistant shall be provided up to two (2) lab coats or two sets of scrubs per

year. These lab coats or scrubs will be maintained and laundered by the employee, except where OSHA requirements apply.

Par. 2 The lab coats or scrubs are to be worn daily when on duty, except as otherwise approved by Health Services administration.

Section 4 – Continuing Education/Contact Hours

Par. 1 Health Service employees required by the State to obtain CEUs/Contact Hours to maintain licensure or certification for their classification may be released two days per year with pay (one day provided by University Policy for on-campus professional development, and one day of seven and one half (7.5) hours) to participate in professional development programs pertinent to their duties at Health Services.

Par. 2 Participation in such programs may comprise portions of days until seven and one half (7.5) hours have been used. Participation in such programs shall not be used to accrue overtime. All release time shall take into account the operational needs of the department. All requests for release time must be pre-approved.

Par. 3 The Employer will reimburse up to \$200 per employee's licensure/certification cycle for registration expenditures, which may include subscriptions, journals, or software. Employees must obtain approval of the Health Services Director or designee prior to enrolling in programs which require reimbursement. An original receipt will be required for reimbursement.

Section 5 –Wage Increases

Par. 1 For FY2020 fiscal year, the University will grant each member of the bargaining unit a salary increase equivalent to the percentage specification amount authorized for general distribution to all non-negotiated hourly Operating Staff employees of the University in accordance with the fiscal year salary increment guidelines authorized for the respective fiscal year by the Board of Trustees. These salary increase amounts shall not be applicable to range base minimum amounts.

Article 14 – No Strike/No Lockout

Section 1 – No Strike

Par. 1 During the term of this Agreement or any extension thereof, neither the Union nor any employee covered by the Agreement will instigate, promote, sponsor, engage in, or condone any strike, sympathy strike, slowdown, concerted stoppage of work, or any other intentional interruption of the operations of the University.

Section 2 – No Lockout

Par. 1 The Employer will not lock out any employees covered by this Agreement during the term of the Agreement as a result of a labor dispute with the Union.

Article 15 – Duration/Termination

Section 1 – Duration

Par. 1 The terms of this agreement shall become effective July 1, 2019 upon approval of the Agreement by the University Board of Trustees and ratification by the American Federation of State, County & Municipal Employees, Local 963, Health Services, and shall remain effective through June 30, 2020. No earlier than 90 days prior to the expiration of this Agreement, either party may initiate negotiation of a successor agreement.

Section 2 – Authority

Par. 1 This Agreement shall not supersede:

- 1) Applicable Federal and State laws as such laws may become amended from time to time
- 2) Rules of Federal and State agencies which have the force and effect of law; as such may be amended from time to time
- 3) Board of Trustees Governing Policy; By-Laws and Regulations as such may be amended from time to time; except as expressly provided for in this Agreement

4) Policies, procedures and provisions of employment as established by Northern Illinois University as such may be amended from time to time; except as expressly provided for in this Agreement

Par. 2 This Agreement constitutes the entire Agreement and understanding between the parties and supersedes all prior written and oral agreements, commitments and practices between the Employer, Union and employees. This Agreement expresses all obligations of and restrictions imposed on each of the parties during the term of this Agreement. Except as specifically and expressly provided in this Agreement, neither party is required to negotiate any issue during the term of this Agreement.

Par. 3 Should any provision of this Agreement or any application thereof become unlawful by virtue of any Federal or State law, Executive Order, or decision of a court of competent jurisdiction, the provision or application shall be modified by the parties to comply with the law, order or decision of all other provisions of this Agreement shall continue in full force and effect.

In witness whereof, the parties hereto, by their duly authorized representatives, have signed this Collective Bargaining Agreement.

**American Federation of State County and
Municipal Employees, Council 31, AFL-CIO for
and on behalf of Local 963**

By:

Northern Illinois University

by

Jesse Perez, Ed.D.
Chief Negotiator,
Director of Employee & Labor Relations

Laura Alexander
Sr. Assoc. Vice President, Human Resource Services

SURPLUS REAL ESTATE PROPERTY DETERMINATION – PRESIDENT’S HOUSE

Summary: Although it has served several presidents and has had considerable historical value, the President’s House, located at 901 Woodland Drive in DeKalb, is now considered surplus to the university mission requirements. Since the property is not adjacent to the campus, it does not have a significant tie to the university to warrant retaining the property for future presidents. Once approved as surplus, the university will engage a real estate broker to assist in the marketing and sale transaction for the property.

Background: Recently enacted changes to the Illinois Property Control Act (30 ILCS 605/) allow public universities to sell surplus real estate and use the proceeds to address deferred maintenance and emergency repairs of institution property.

The existing property at 901 Woodland Drive was built in 1955. It is 6,000 square feet, contains 3 bedrooms, and sits on an approximately 1.3-acre lot.

Funding: Revenue generating – Resulting net sale proceeds to be deposited in account conforming to Property Control Act.

Recommendation: The University requests Board approval on this determination of surplus real estate property and authorization to proceed with efforts to sell the property.

SURPLUS REAL ESTATE PROPERTY DETERMINATION – SYCAMORE LAND

Summary: Approximately eleven (11) acres of land located near the City of Sycamore’s wastewater treatment plant is considered surplus to the university mission requirements. The property has been under a long-term lease with the City of Sycamore after moving the College of Engineering to the main campus. Once approved as surplus, the university will engage with the City of Sycamore to develop a timeline for the sale transaction.

Background: Recently enacted changes to the Illinois Property Control Act (30 ILCS 605/) allow public universities to sell surplus real estate and use the proceeds to address deferred maintenance and emergency repairs of institution property.

Located on North Cross Street immediately south of the City’s wastewater treatment plant, the property was originally part of 34-acre site for the College of Engineering which eventually moved to the main campus in 1995 with the construction of the Engineering building.

The original lease with the City of Sycamore was approved by the Board in December 1997. Under the terms of the lease, the City has constructed a 31,930 SF building on the site which houses their Public Works Department street and sanitary sewer functions; including offices, maintenance shop, sign shop, vehicle storage, equipment storage and road salt storage. The lease was constructed with a provision to allow the City to purchase the land at a set price adjusted for inflation. The estimated net proceeds from selling this property to the City is expected to be approximately \$150K.

Funding: Revenue generating – Resulting net sale proceeds to be deposited in account conforming to Property Control Act.

Recommendation: The University requests Board approval on this determination of surplus real estate property and authorization to proceed with efforts to sell the property to the City of Sycamore under the provisions established in the existing lease.

SURPLUS REAL ESTATE PROPERTY DETERMINATION – ART ANNEX

Summary: A warehouse located at 2211 Sycamore Road in DeKalb is considered surplus to the university mission requirements. Due to the structure's poor condition, efforts have been underway to relocate supported functions to available space on the main campus. Additionally, since the property is not adjacent to the campus, the use of this property is of limited benefit to the university. Once approved as surplus, the university will complete the process for relocating desired stored items and engage a real estate broker to assist in the marketing and sale transaction for the property.

Background: Recently enacted changes to the Illinois Property Control Act (30 ILCS 605/) allow public universities to sell surplus real estate and use the proceeds to address deferred maintenance and emergency repairs of institution property.

Located on Sycamore Road behind the Ellwood Steak and Fish House, the 2-acre property has a 90,000 square foot warehouse built about 1970.

Funding: Revenue generating – Resulting net sale proceeds to be deposited in account conforming to Property Control Act.

Recommendation: The University requests Board approval on this determination of surplus real estate property and authorization to proceed with efforts to sell the property to the City of Sycamore under the provisions established in the existing lease.

COLLEGE OF VISUAL AND PERFORMING ARTS OVERVIEW

Dean Paul Kassel will present an overview of the College of Visual and Performing Arts.

CLOSED SESSION MINUTES REVIEW AND RELEASE

Summary: The Illinois Open Meetings Act requires public bodies to review the minutes of their Closed Session Minutes on a semiannual basis and to determine what parts of the minutes they should make available to the public because they no longer require confidential treatment.

Recommendation: Upon review and advice of the Board's Parliamentarian, it is recommended that the Board approve no additional release from confidentiality of any of the previously unreleased sections of the Closed Session minutes at this time. Those sections which are still subject to confidentiality, together with sections from subsequent meetings, will be considered again in six months.

BOARD OF TRUSTEES 2020 MEETING DATES APPROVAL

Following the general pattern of meeting dates for previous years and input from Board members, the following choices are offered for consideration by the Board.

| | |
|--------------|--------------------------|
| March 5 | 1 st Thursday |
| June 18 | 3 rd Thursday |
| September 17 | 3 rd Thursday |
| December 10 | 2 nd Thursday |

The Northern Illinois University Law and Article III of the Bylaws of the Board of Trustees of Northern Illinois University state that the Board shall convene at least once each quarter. These dates would meet those requirements. All Board meetings will convene beginning at 9:00 a.m. unless indicated differently in future meeting notifications.

BOARD OF TRUSTEES 2020 COMMITTEE MEETING DATES

Executive Committee
Academic Affairs, Student Affairs and Personnel Committee
Finance, Audit, Compliance, Facilities, and Operations Committee
Research and Innovation, Legal and Legislative Affairs Committee

| | |
|-------------|--------------------------|
| February 13 | 2 nd Thursday |
| May 14 | 2 nd Thursday |
| August 20 | 3 rd Thursday |
| November 12 | 2 nd Thursday |

All BOT Committees will convene in the Board of Trustees Room, beginning at 9:00 a.m. unless indicated differently in future meeting notifications.