



**PROCEEDINGS**  
of the  
**BOARD OF TRUSTEES**  
of  
**NORTHERN ILLINOIS**  
**UNIVERSITY**  
in the State of Illinois



**JAMES EDGAR**  
Governor



July 1, 1998 - June 30, 1999

*Printed by authority of the State of Illinois.*

**BOARD OF TRUSTEES**  
**of**  
**NORTHERN ILLINOIS UNIVERSITY**

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James W. Myles, Vice Chair  
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**Term Expires**

Robert T. Boey - DeKalb	January 16, 2001
Susan E. Grans - Rockford	January 18, 1999
George A. Moser - Barrington Hills	January 16, 2001
James W. Myles - Chicago	January 18, 1999
David W. Raymond - Glen Ellyn ( <i>resigned 09/18/98</i> )	January 18, 1999
Manuel Sanchez - Lisle	January 16, 2001
Myron E. Siegel - Bannockburn	January 18, 1999
Gary J. Skoien - Inverness ( <i>09/18/98-12/03/98*</i> )	January 18, 1999

**Student Member\*\***

Joseph C. Sosnowski	June 30, 1999
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John E. La Tourette, President  
Northern Illinois University  
301 Lowden Hall  
DeKalb, IL 60115

*\*The Illinois General Assembly approved no gubernatorial appointments prior to 12/03/98.*

*\*\*Illinois legislation allowing student trustees to vote took effect on 01/01/99.*

**PROCEEDINGS**  
of the  
**Board of Trustees**  
of  
**Northern Illinois University**  
July 1, 1998 - June 30, 1999

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# **President's Report**

## **No. 15**

*September 17, 1998*

No item in this report for release prior to 11:30 a.m. Thursday, September 17, 1998.

**A G E N D A**

**BOARD OF TRUSTEES  
of  
NORTHERN ILLINOIS UNIVERSITY  
11:30 a.m. – Thursday – September 17, 1998  
Clara Sperling Sky Room**

11:30 a.m. Call to Order, Roll Call, Notice Verification, Recess to Executive Session  
12:00 a.m. Executive Session and Lunch – University Suite  
1:30 p.m. Reconvene Board of Trustees Meeting – Clara Sperling Sky Room



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Minutes of the  
**BOARD OF TRUSTEES**  
**OF NORTHERN ILLINOIS UNIVERSITY**  
September 17, 1998

**CALL TO ORDER AND ROLL CALL**

The meeting was called to order by Chair Robert Boey at 11:35 a.m. in the Regency Room of Holmes Student Center at Northern Illinois University. Recording Secretary Sharon Mimms conducted a roll call of Trustees. Members present were Trustees David Raymond, Manuel Sanchez, Myron Siegel, Student Trustee Joseph Sosnowski and Chair Boey. Trustee Susan Grans entered the meeting in progress. Not present were Trustees George Moser and James Myles. Also present were Board Parliamentarian Kenneth Davidson and President John La Tourette. With a quorum present, the meeting proceeded.

**VERIFICATION OF APPROPRIATE NOTICE OF PUBLIC MEETING**

Confirmation of Open Meetings Act public notice compliance was given by Board Parliamentarian Ken Davidson.

**ANNOUNCEMENTS**

Chair Boey announced that there had been a number of changes in the representation of various NIU constituent groups. The University Advisory Committee now consists of current representatives Sue Ouellette; Jim Lockard; and Andy Small, President, Operating Staff Council; and newly appointed representatives Jim Norris, Executive Secretary, University Council; Dan Gebo; and Joan Greening, President, Supportive Professional Staff.

**MEETING AGENDA APPROVAL**

Trustee Sanchez made a motion to approve the agenda and was seconded by Trustee Raymond. The motion was approved.

**REVIEW AND APPROVAL OF MINUTES**

It was moved by Trustee Raymond and seconded by Trustee Sanchez to approve the minutes of the June 18, 1998 meeting. The motion was approved.

**EXECUTIVE SESSION**

Chair Boey 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: property matters as generally described under §2(c)(5) and §2(c)(6) of the Open Meetings Act and Executive Session Minutes matters as generally described under §2(c)(21) of the Open Meetings Act. Student Trustee Joe Sosnowski so moved, seconded by Trustee Raymond. A roll call vote of the

Trustees to recess to Executive Session was unanimous. The Chair announced that the public meeting would reconvene at 1:00 p.m. instead of the posted time of 1:30 p.m.

## **BOARD OF TRUSTEES MEETING RECONVENED**

Chair Boey reconvened the public meeting of the Board of Trustees at 1:13 p.m. He invited Dr. Jim Norris to make a few comments.

Dr. Norris referred to Agenda Item 8.a.(5) under the President's Report, the DuSable Hall Renovation Project-Phase II Approval. I probably have pestered the President more than anybody else, he said, and way before anybody else about this building. DuSable is a major teaching building on the campus. It is a very poor place to teach, Dr. Norris said, and I want to express my appreciation and thanks for the fact that you are beginning to make some renovations. He also referred to Agenda Item 8.b.(7), FY99 Compensation Benchmarks and Increment Summary Report. We appreciate the Board's action in providing us better benefits and adjusting our salaries, and we are appreciative of the compensation benchmarks and the increments.

## **REPORTS OF BOARD COMMITTEES AND BOARD LIAISONS**

### **Executive Committee**

There was no report from the Executive Committee.

### **Academic Affairs, Student Affairs and Personnel Committee**

Committee Chair Susan Grans reported that the Academic Affairs, Student Affairs and Personnel Committee met on Thursday, August 27 at the Rockford Education Center. Chair Grans expressed her appreciation to Board members and university staff and faculty for joining the Committee for a very informative meeting. She also expressed her appreciation to Director Greg Petty and staff at the Rockford Center and Dr. Lynne Waldeland for coordinating the meeting. Among the items covered in that meeting were action items on Requests for Degree Authority at Off-Campus Sites, Compensation Benchmarks and FY00-02 Increment Priorities, Tuition Waiver Program for Employee Children and Accumulative Sick Leave Options Pertaining to Employees on Temporary Appointments. Information items covered were the 1998 Report on the Participation and Achievement of Underrepresented Groups, an FY99 Increment Summary Report, the 1998 Productivity Report and a report on the Rockford Education Center. Most of these items were forwarded to the Board for consideration in this meeting.

### **Finance, Facilities and Operations Committee**

Committee Chair David Raymond reported that the Finance, Facilities and Operations Committee met on Friday, August 28. The Committee considered and approved several capital projects, including the second phase of two projects currently underway, the Stevenson Towers residence hall renovation and DuSable Hall classroom building renovations. Chair Raymond said he had the opportunity to tour both of those facilities after the meeting and was very



impressed with the work and its progress. The Committee also approved capital projects, including the Center for Equity Services, modifications to Adams Hall and the siting of a historic one-room schoolhouse. Other fiscally-related agenda items considered were the FY99 internal budget and the tuition waiver program for children of employees. The Committee also heard several 1998 annual reports on transactions, obligation of financial resources, capital activities and transactions involving real property. These items and others were included in the President's Report for consideration by the Board in this meeting.

Trustee Raymond went on to say that this was his last meeting with the Board of Trustees and expressed his great appreciation for the opportunity to work with NIU and higher education in Illinois. It has been a tremendous experience, he said, and I hope I can find an opportunity to do this closer to Washington, D.C. where I am located now. As I look back on what we have accomplished in the first years as an independent board, it has been really remarkable. We have had tremendous accomplishments and made great progress. Look at what is going on now on the West Campus, the renovation of Stevenson Hall and what I saw going on in DuSable, Trustee Raymond said. I cannot imagine how you were able to operate in that facility before we started on this renovation. He mentioned other achievements such as the new Latino Center, Child Care Center and other capital improvements, and the Altgeld Hall renovation. The innovative tuition plan approved last year and the recent real estate acquisitions on the west side of the campus and at Hoffman Estates are all part of a remarkable list of achievements that the whole Board, the President and his staff, and the rest of the community can share, Trustee Raymond said. It has been a tremendous experience and I really have appreciated it. As I mentioned before, he said, one of the reasons I endowed a grant for technology and teaching was to give me a reason to come back once a year and see who is going to receive the grant for the next year. So, I look forward to visiting in the spring and staying in touch in the future. Thank you very much.

### **Legislation, Audit and External Affairs Committee**

There was no report from the Legislation, Audit and External Affairs Committee.

### **Illinois Board of Higher Education**

President La Tourette gave a brief update of activities at the Board of Higher Education. Dr. Keith Sanders, who joined the board just a few months ago, has put in process a number of changes. First of all, the President said, I should mention Dr. Sanders' attempt to develop what is called a "citizen's agenda." This attempt will focus on the development of a white paper to explain the role and position of higher education in the state and the impact it has, not only on the standard of living in the state and its future economic development, but what higher education brings in terms of cultural and social amenities to the state. That is in progress, with the objective of having this white paper prepared for the new governor and the new legislature when it comes into session in January. The President said he would report more on this as the format becomes more focused and definitive.

Secondly, Dr. Sanders is attempting to make the budget process more open. He would like to see that the requests of the presidents, which are brought to open meetings at the IBHE when the IBHE is considering such things as the

preliminary budget for Fiscal Year 2000, are presented to all of the university rather than having the recommendations kind of disappear until they reappear on the agenda for the Board of Higher Education meeting. In conjunction with that process, the critical meeting for the Board of Higher Education will be moved from its traditional January date to December. This year, these recommendations will be presented at a meeting of the Board of Higher Education, which is tentatively scheduled for December 15. President La Tourette said he and Board Chair Boey had, as a result of this process, already attended a meeting with the staff of the Board of Higher Education. This was the first of two or three meetings that will occur before those recommendations are finalized and presented to the Board of Higher Education.

Finally, the President said, the recommendations of a consultant retained by the Board of Higher Education on streamlining processes such as program review and program approval should be available soon. I think it is essential for the more effective and efficient operation of the Board of Higher Education to reduce the time involved in these processes, President La Tourette said, and to give universities more flexibility in responding to changing student needs, particularly those related to technological change and to the needs of people in the work force for additional information or training to be more competent in their positions. We have yet to see the results of these three initiatives the new executive director has put in place, the President said, but I think the progress thus far has been positive.

President La Tourette also mentioned the emergence of a new model for responding to higher education needs, particularly those of people who are placebound and cannot either commute to a university or move away from home and become a residential student. It is proposed that a university center be established in Lake County, jointly funded by state and county authorities with programming from the universities, currently offering programs there. Northern Illinois University is one of those universities and is being given the opportunity through an RFP process to respond to needs that have been identified. A deadline of October 15 has been established for universities to express interest in offering programs through this university center, which is expected to be located somewhere near Grayslake where Lake County Community College is located. The President said NIU intends to respond because the university has been responsive to needs in Lake County historically. There are several programs being considered by the Provost's Office that can be brought forward to meet this deadline, he said. One problem is that the cost parameters and some other critical issues for this operation have not been fully articulated. However, we will pursue it, the President said, because we have many students who come from Lake County, most of whom reside on campus. NIU has had a long relationship with Lake County Community College and just recently entered into a joint admission program for undergraduates who start at the College of Lake County. We feel we have a representative from that county in Trustee Siegel, the President said, and we feel that Northern can play a very important role in meeting the county's needs for educational attainment.

### **University Civil Service Merit Board**

There was no report from the University Civil Service Merit Board.

## **Northern Illinois University Foundation**

Mr. Michael Malone, Vice President for Development and University Relations, made a report that focused on fiscal year numbers showing total support for Northern Illinois University by the NIU Foundation, the Foundation endowment status and an update on the new NIU Telefund.

I am very pleased to report to the Board and the university community that support for NIU as recorded by the NIU Foundation hit an all time high in FY98, Mr. Malone said. It is our best year ever in terms of fundraising. Support for NIU recorded by the NIU Foundation was up 28% to \$6.8 million. This is an increase from last year's \$5.3 million, which was an increase of 29% over the previous year. Because fundraising totals can jump from year to year based on the receipt of one or two single major gifts, Mr. Malone said, it might be useful for the Board to consider the following averages. For Fiscal Years 1992 and 1993, the NIU Foundation averaged \$2.1 million annually, and for Fiscal Years 1997 and 1998, the average was \$6.1 million annually. The increase in that five-year period was 190%. So, in spite of spikes in major gifts, he said, the base of support is going up significantly. The endowment of a university is its permanent base for continued support for students, faculty and programs in perpetuity. A portion of the interest is expended annually, Mr. Malone said, but the principle is never invaded and it is protected from inflationary pressures. NIU's endowment grew 42% in Fiscal Year 1998 to \$14.3 million. Approximately half the growth was due to additions to the endowment and half to the increase in the value of investments. The endowment enjoyed a total rate of return net of fees of nearly 18% last year. Again, averaging Fiscal Years 1992 and 1993, during those two years the NIU endowment stood at an average of \$3.4 million. The average of Fiscal Years 1997 and 1998 is \$12.2 million, for an increase of 260% over that same time period.

Mr. Malone also reported the fiscal year results of the new NIU Telefund, the annual fund through telephone calls from students to alumni. One year ago, today, he said, we were still busy installing computers, connecting phone lines, training students and testing software in preparation for our first day of calling on September 25. Over the course of the past year and a half, Mr. Malone kept the Board informed of the decision to bring the telefund operation in-house and use NIU students to make those calls. The NIU Foundation made a sizable investment in start-up costs to augment dollars reallocated within the division. We had brand new systems, brand new staff and had missed one-quarter of the fiscal year when we started, Mr. Malone said, and in this context, I am particularly pleased to report that the new annual telefund has increased net revenue to colleges and departments at NIU by 58% in this first partial year of operation. These are dollars donated by alumni to their departments and colleges without restrictions. The funds can be used for scholarships, graduate assistantships, faculty support, equipment, alumni newsletters, events, etc. The new solicitation cycle for colleges began before the first day of school this year with the return of more than 40 experienced student callers, and the program is expected to continue to grow. One especially proud result reported by Mr. Malone was that 5,000 new alumni donors gave to their alma mater for the first time during this last fiscal year. Alumni are stepping up to support NIU. They like hearing from students, and it is our job to keep them informed and involved in their university, he said. The connection between Alumni Relations and fundraising is an integral

one. Two years ago, the President convened an Alumni Task Force to take a fresh look at alumni relations at NIU. Trustee Sanchez is a proud Northern alumnus in that group. The new assistant vice president for alumni relations, Lee MacAuley, began work for NIU and its alumni on September 1. She was the executive director of the alumni association at the University of Rhode Island. A strong alumni association is integral to our success in fundraising. More than anything else, Mr. Malone said, I think the increase in private corporation and Foundation support for NIU is a reflection of the high esteem in which the university is held by alumni, friends and business leaders. This is a credit to our faculty, past and present; to our staff, who make such an important impression on students; and to the leadership of the university, including this Board, who have raised the image and awareness of NIU over the last two years. At any given time during the last fiscal year, the Development staff alone was down between six and eight authorized positions. I would like to thank the people in my division who worked such long hours with such good humor, Mr. Malone said, who stayed through the transition and made my job over the past year and a half so much easier: Alberta Solfisburg, Gerald Bloodsaw, Gary Evans, Bob Heuermann, Bonnie Ward, Linda Spitzer, Shannon Taylor, Jean Jagodzinski, Lee Ann Henry and Marcia Tennison. So, I'd really like to extend thanks to them as well. That concludes my report. Trustee Grans congratulated Mr. Malone and said the involvement of the students as well as the end result speaks to the credibility of the whole program. It is the kind of good news you love to give, and it is the kind of good news we like to hear.

#### **PRESIDENT'S REPORT NO. 15**

President La Tourette reported to the Board that undergraduate enrollment this fall is up about 500 students from last fall, and over the last two years, there is an increase of about 1,000. We have rebounded from the drop in enrollment associated with the baby boom, the President said, and I can see that the trend will continue to be upwards. In two years, we have moved from approximately 15,200 to 16,200 undergraduates.

I will be talking about some of the future trends later in my presentation, President La Tourette said, but I want to take this occasion to report to the Board about what I think are some real successes with our tuition plan. The President said this was a preliminary report and that a release would be issued through Public Affairs later. Compared to Fall 1996, enrollment in 1998 increased by approximately 1,000 undergraduates. The number of students taking 15 hours or more increased by about 500 this fall. So, the President said, it is very clear that our tuition plan and all of the educational promotion we have undertaken to encourage students to take 15 hours or more so that they can either complete their degree in four years or in a shorter period of time than they have in the past, has been working. There is a significant shift in the behavior of students as you look at the way they have enrolled this fall compared to the way they enrolled in 1996. I think we need to continue our efforts to make it clear to students and parents what the costs are, President La Tourette said, and what the implications are if they do not take at least 15 hours per semester. The degree requirement here is 120 hours, except in a few areas like engineering and computer science. To complete a degree in four years means a student would have to take 15 hours for eight semesters, to meet the 120-hour requirement. We have had a shift from students taking 12 or 13 hours upwards to 15 hours as a result of the campaign

to educate students and parents about costs and degree completion. Also, the President said, the tuition plan is an incentive to the students because the cost of taking each additional course goes down. There has been a good response to that. We are going to continue this effort, he said, in the hope that we will see a further shift in the future. It is recognized that some of students, because of some deficiencies when they are admitted or because they are commuting, may not be able to take 15 hours, but the university is very pleased with this preliminary result.

### **UNIVERSITY RECOMMENDATIONS FORWARDED BY THE BOARD COMMITTEES**

#### **Agenda Item 8.a.(1) – FY99 Internal Budget**

President La Tourette pointed out that Trustee Raymond's request to separate the income fund and reflect it under nonappropriated revenues had been followed on page 17 of the report. He said that Chair Boey was very articulate in talking to Mr. Sanders about the need for the Board of Higher Education to recognize that control of the income fund has now been turned over to the individual universities. The FY99 budget is projected to be \$256.7 million, an increase of about \$10 million over FY98. State funds amounted to just over \$101 million of that \$256.7 million total operating budget. A breakdown of the functional expenditures for both appropriated and nonappropriated funds was shown in Tables 2, 3 and 4. Chair Boey said \$101 million in state revenue is a lot of money; but, for a state university that represents only 40% of the budget. For those who think a state university is fully funded by the state, the answer is, it is 40% state funded and the rest is up to us. Trustee Raymond said he wanted to acknowledge that he was glad to see the budget presented in the format that makes the point Chair Boey has made over and over again very clear in black and white. Chair Boey said that President La Tourette did a very good job of articulating our position to Dr. Sanders. President La Tourette asked for the Board's approval of the FY99 internal budget in order to complete the university's budget process for the current year. Trustee Grans so moved, seconded by Trustee Raymond. The motion was approved.

#### **Agenda Item 8.a.(2) – Center for Equity Services Project Approval**

As we face the prospect of a more and more diverse student body, we must prepare our faculty and staff to be able to work effectively with that more diverse student body and to be more supportive and more understanding of their educational needs. The university received \$75,000 from the Board of Higher Education in operational support for this workforce development and \$450,000 from the legislature for this center. Additional funds have been requested. This is a major investment on the part of a public university that has to provide affordable access to all of the people in Illinois, President La Tourette said, particularly those in northern Illinois. This is an investment to make sure NIU is prepared for these projected changes. The President asked the Board's approval of the Equity Services Center for \$450,000, which represents a one-time addition to the NIU budget. Chair Boey asked for a motion to approve the construction of a new Equity Services Center at a budget of \$450,000. Trustee Siegel so moved, seconded by Trustee Raymond. The motion was approved.

### **Agenda Item 8.a.(3) – Residence Hall Master Plan – Stevenson Towers Renovation – Phase II**

Phase I of the Stevenson Towers project is being brought to conclusion. The two north towers of Stevenson have been reopened. The food court area will be opened on October 6. The university is now asking for approval of the \$10 million needed to begin Phase II. The university would like to complete renovation of the two south towers in time to open in Fall 1999. Chair Boey said he had a chance to tour Stevenson before it was opened and was very impressed. Student Trustee Sosnowski said he also had taken a tour. He reported that the residence halls are now providing a very comfortable environment with fewer students per floor and better living arrangements, and the students were responding positively to it. It will be good to see the rest of Stevenson Towers finished, Student Trustee Sosnowski said, and then, hopefully, we can move on to Grant Towers. Chair Boey said he thought the whole Board shared that sentiment. Trustee Siegel inquired about the difference in room sizes. Michael Coakley, director of student housing, replied that the expanded double is what used to be one and a half double rooms with two students living in it. A three-room suite is two bedrooms and a living room that used to be the same size as three former doubles. A suite holds four people. Chair Boey asked for a motion to approve Phase II of the Stevenson Towers renovation project. Trustee Siegel so moved, seconded by Student Trustee Sosnowski. The motion was approved.

### **Agenda Item 8.a.(4) – One-Room School House Project and Site Approval**

A one-room schoolhouse is going to be donated by a group of people in the community who have been interested in its preservation. It is a wood-frame structure built in 1900. It has been agreed that those donating the property will incur the cost of its removal. The President asked the Board's approval to accept the donation and the proposed site for this one-room schoolhouse. Student Trustee Sosnowski so moved, seconded by Trustee Grans. The motion was approved.

### **Agenda Item 8.a.(5) – DuSable Hall Renovation Project – Phase II Approval**

President La Tourette mentioned that Dr. Norris had commented earlier in the meeting on the improvements resulting from Phase I of the DuSable Hall renovation project. This is a request to approve the beginning of Phase II, at a budget of \$500,000, which will come from the university's repair and maintenance funds. Trustee Raymond moved to approve the DuSable Hall Renovation project at a budget of \$500,000, seconded by Trustee Siegel. The motion was approved.

### **Agenda Item 8.a.(6) – Adams Hall Modifications Approval**

Departments are being moved to Adams Hall as the renovation and restoration of Altgeld Hall begins. The President said departments are being moved to Adams both temporarily and permanently. This \$300,000 project involves modifications to Adams Hall to contain several units, such as the Graduate School, Sponsored Projects, Testing Services, and Grants Fiscal Administration. These will be permanent moves, part of an effort to try to consolidate student services in as few buildings and as close together as possible. We were not able to do that with just the Campus Life Building, he said, but Adams Hall is right across the

street from the Campus Life Building. Some operations are being consolidated into Williston Hall, and the Bursar is in the north end of Swen Parson. Without constructing one huge building, President La Tourette said, we will have a complex of buildings close together that provides a concentration of student services in a cost-effective way that allows students one-stop shopping for their services. This is part of a much more complex plan to consolidate student services into a few locations and to begin the Altgeld Hall renovation project. Chair Boey asked for a motion to approve the \$300,000 Adams Hall modification project. Trustee Grans so moved, seconded by Student Trustee Sosnowski. The motion was approved.

### **Agenda Item 8.a.(7) – Requests for Degree Authority at Off-Campus Sites**

As presented to the Academic Affairs, Student Affairs and Personnel Committee, President La Tourette said, we are proposing to offer a B.S. degree in Business Administration at Motorola University in the William Rainey Harper Community College District, and a B.S. in Nursing in the Highland Community College District and in the Sauk Valley Community College District. Both of these are responses to student needs. It is a direct response to Motorola, the President said, however, the program will be open to other students and not just employees of Motorola. This is a new baccalaureate degree format in Business Administration that still allows the college to meet the standards for accreditation from the AACSB and, at the same time, provide more access for placebound students. The same is true with the nursing programs because there are a large number of nurse practitioners who are anxious to complete a baccalaureate degree and upgrade their skills but are tied to their region either for family or work reasons. President La Tourette asked Board approval to offer these two off-campus degrees as part of the university's overall effort to continue to reach out to people who are placebound and need additional educational opportunities for their advancement. Trustee Grans commented that this item was discussed in great detail in the AASAP Committee meeting and said the university was to be commended for its response to the needs of the students. Trustee Grans moved for approval to offer the two off-campus degrees and was seconded by Trustee Raymond. The motion was approved.

### **Agenda Item 8.a.(8) – Fiscal Year 2000-02 Market Equity Priorities**

Chair Boey made the following statement: Since its inception on January 1, 1996, the Board of Trustees has recognized that the university's greatest asset is the talent, productivity and commitment of its faculty and staff. Accordingly, in advancing the interests of Northern Illinois University, employee compensation represents one of the Board's highest priorities. Consistent with this imperative, the Board of Trustees has supported the NIU administration in its aggressive pursuit of enhanced compensation, benefits and employee relations programs for NIU employees. A key aspect of this effort is a focus on general salary competitiveness. The Board of Trustees endorses the maintenance of equity programs that emphasize competitiveness with the market. The university has been diligent and innovative in developing competitive merit-based salary programs. These programs support our long-run and mutual objectives. Working together, we will continue to make consistent progress toward advancing the interests of the university faculty and staff. In summary, Chair Boey said, this is just a fancy way of saying that we intend to keep our faculty and staff salaries competitive with the market we are in.

President La Tourette thanked the Board for its support of this issue. Mr. Cunningham has reported to the Board on this issue, met with various employee groups and, most recently, met with the Faculty Senate to talk about these issues. We made a major effort to bring some of our civil service employee salaries up to a more competitive level, the President said, because that area had the largest disparity between our existing salary structure and the market. Tenured and tenure-track faculty will be the next area of concentration. Salaries paid by the universities comprising the National Association of State Universities and Land Grant Colleges (NASULGC) and those paid by the Mid-American Conference (MAC) have been constantly monitored, President La Tourette said. Moreover, he said, we look at a list of 40-plus peer institutions with basic characteristics similar to NIU that is compiled by the Board of Higher Education. That peer list includes four of the Mid-American Conference institutions — Akron, Kent State, Miami of Ohio and Bowling Green State University.

In these comparisons, there is a shortfall that we would like to address, the President said. Looking at the midpoint of NASULGC and the MAC average salaries for faculty, we are probably at about 97% of the average. What we would like to do is add an additional percentage point to the salary increases being administered, whenever the state authorizes them. The percentage of increase depends quite a bit upon NIU's enrollment situation, Dr. La Tourette said, so I would encourage all of you to continue your efforts to recruit, retain and graduate students. As Mr. Boey has indicated, only 40% of our budget comes from the state, he said, so we operate more and more like a private institution. Tuition revenues for private institutions are very crucial, and they are crucial to us for salary competitiveness, technological improvements and the kinds of services that can be offered to our students to afford a very high quality educational experience. Chair Boey asked for a motion to approve this plan for market equity priorities for Fiscal Years 2000-02. Trustee Raymond so moved, seconded by Student Trustee Sosnowski. The motion was approved.

#### **UNIVERSITY REPORTS FORWARDED FROM THE BOARD COMMITTEES**

**Agenda Item 8.b.(1) – Periodic Summary Report of Transactions in Excess of \$100,000**

**Agenda Item 8.b.(2) – Annual Summary Report - Obligation of Financial Resources - Year Ended June 30, 1998**

**Agenda Item 8.b.(3) – Annual Report of Transactions Involving Real Property**

The Board has delegated authority to the President to approve transactions up to \$250,000. The Periodic Summary of Transactions in Excess of \$100,000 showed that of the \$4,278,879 in transactions approved, approximately 8 percent were for projects using appropriated funds and just under 92% were for projects using nonappropriated funds.

The report on the Obligation of Financial Resources showed that 99.49% of all the transactions at the university were under \$100,000, or about 48% of the total dollar volume. During Fiscal Year 1998, the President approved only 44 of the 15,081 transactions, or three-tens of one percent of all the transactions, for a dollar volume of about 7.4%. The Board has restricted approval of items over \$250,000 to itself. There were 34 transactions approved, or about two-tenths of



one percent of all the transactions, which amounted to over 44% of the dollar volume. President La Tourette said the Board's system of delegation of authority has allowed the university to move more expeditiously with transactions, yet the Board has also been involved in some very significant transactions.

The President stated that in the table on page 33, the second column indicated "Transactions Percentage," the third column "Dollar Volume" and the fourth column "Dollar Percentage." There were 13 leases under \$250,000. Twelve of the 13 leases were under \$100,000 and one lease was between \$100,000 and \$250,000. The report showed two major transactions approved by the Board, the purchase of 200 acres west of the campus in June 1997 and the purchase of an additional 32 acres in December 1997 that completed acquisitions for the West Campus.

#### **Agenda Item 8.b.(4) – Annual Report on Capital Activities – Fiscal Year 1998**

Campus construction for six years, Fiscal Years 1992-97, was shown in Tables 1-5 of this annual report on capital activities. President La Tourette noted that most of the construction activity was funded by revenue bonds. The Board authorizes the issuance of bonds or Certificates of Participation to allow the construction of new buildings or the repair of existing buildings. Table 1 showed a tremendous amount of revenue bond activity, as opposed to capital Development Board activity. This involved the Campus Life Building, the parking structure and the beginnings of the West Campus renovation, including Stevenson Towers, West Campus site improvements, and the Child Care and Latino Centers. Going back five years, the President said, there was a tremendous amount of Capital Development Board activity, involving the \$30 million Engineering Building and the \$30 million Faraday II. The pie chart in Table 3 showed that in the next couple of years there would be a large amount of Capital Development Board construction focusing on the renovation of Altgeld Hall. With the emphasis on Altgeld Hall and some other projects that were funded from the program originally called "Build Illinois" established by Governor Thompson, President La Tourette said, most of the CDB's activities would be in the restoration or renovation of existing facilities rather than the construction of new ones.

Trustee Raymond asked if there was an update on the situation with the Engineering Building and the clean room. President La Tourette stated that the university had several very productive meetings with the executive director of the Capital Development Board, Mr. Sam McGraw, who has brought to this whole issue a determination to work it through and to provide the kind of facility that the university expected. Dr. Williams and his staff have been working on a daily basis with representatives from Holabird and Root and the Capital Development Board staff. Some of the problems have been solved, the roof issue is near closure, and we are working very hard to deal with the other issues, the President said, the clean room, the mechanical/electrical systems and some of the related activities in the building governed or impinged upon by the mechanical or electrical systems. These range all the way from the operation of elevators to particular pieces of equipment and the air exchange in the building. We are trying to determine where we have a shortfall relative to what was expected, the President said, and what is needed to correct it and provide a satisfactory solution. Dr. Williams said that several people, including Mr. Jim

Bryant and Mr. Roland Schreiber of his staff, Dean Kasuba of the Engineering Department and his staff, and University Counsel Norden Gilbert have been very helpful in moving toward an effective, positive resolution of this issue. President La Tourette said that Mr. McGraw had indicated a determination to settle this matter by the latter part of October.

Trustee Siegel asked if Dr. Williams could take a minute or two to explain to the Board the process that the university goes through and what involvement the university has with respect to construction of facilities such as the Engineering Building. In particular, he was interested in the responsibility for the supervision of construction and architecture. Very briefly, Dr. Williams said, in a project that is supported by the state, the dollars are appropriated to the Capital Development Board. Under those circumstances, the university is involved in working with the CDB in the selection of architects. There is a quality-based search that provides a competitive process by which the architects and engineers are selected, after which we are involved with the design. The bidding is then undertaken by the CDB, and we move forward with the decision on the contractor and so forth. All contracts for projects that are appropriated and managed through the CDB are written between the CDB and that particular agent or vendor, although the university tries to remain involved through the construction period to provide input or comments by attending the construction meetings, etc.

Dr. Williams said that Trustee Siegel was correct in stating that the Engineering Building was constructed through the Capital Development Board, so the university's involvement at these meetings was for input only. The university has no contractual relationship with any of the vendors. We, as users, provide a perspective that should assist in the final, positive outcome, Dr. Williams said. State regulations and statutes require that the Capital Development Board be responsible for taking the lead in resolving the problems with the Engineering Building because it was a CDB project. Trustee Raymond asked if the university, as the customer, had the opportunity to sign off on projects to indicate whether or not the end result was satisfactory. There is a sign-off after completion, Dr. Williams said, and nothing has been signed off on the Engineering facility. Dr. Williams said that he appreciated the fact that the Capital Development Board staff and director have gone out of their way to try to work on this particular problem and become involved in the resolution of issues by working in a positive vein trying to help identify not only what the problems are but to work on possible solutions. I wanted to make sure that the process was very clear for the record because there have been some comments made about whether the Board could have done something to prevent this from occurring, Trustee Siegel said, and it is very clear that we did not have any authority to do anything other than comply with the statutes.

President La Tourette said he thought there was a commitment on the part of all parties to try to resolve this without litigation. There is tremendous pressure on the staff of the Capital Development Board due to the number of projects each person has to supervise. The current director has asked for additional state funding for more supervision. The CDB executive director said there were about 1,400 projects being supervised by the Capital Development Board at the present time and around 40-some projects were under dispute. That is a tremendous amount of construction being supervised by the State through the

Capital Development Board, and there would be some problems expected along the way when dealing with 1,400 projects.

#### **Agenda Item 8.b.(5) – Year 2000 Compliance**

President La Tourette complimented John Tuecke, Associate Vice President, Systems, and his staff, on the wonderful job they have done on Year 2000 compliance, in spite of a large number of vacancies. Because our salaries are less competitive in that area, he said, some of our good, high quality people are being recruited away. He reported that there should be no problems with any critical systems in the year 2000, and there are a few things that cannot be dealt with until that time. Chair Boey said that there is a general misconception about responsibility when talking about Year 2000. NIU, of course, has to be in compliance, the Chair said, but just as important are the suppliers and vendors the university does business with who have to be in compliance as well.

#### **Agenda Item 8.b.(6) – 1998 Report on the Participation and Achievement of Underrepresented Groups**

From the Participation and Achievement of Underrepresented Groups report, President La Tourette underlined the fact that NIU now has a minority representation of 24% in its undergraduate student body, with rates of increase in Hispanic, African-American and Asian-American students about twice the state average over the last ten years. These are statistics that are presented annually in the Board of Higher Education reports. All of the people on campus who have worked so hard to help us respond to this diversity, the President said, have done a very good job. We will have a great challenge in the future as we look at the composition of students in elementary schools who will be high school seniors in the year 2006.

#### **Agenda Item 8.b.(7) – FY99 Compensation Benchmarks and Increment Summary Report**

In addition to the remarks on compensation benchmarks made earlier, President La Tourette said, the table on page 43 shows that efforts to bring up the clerical civil service personnel resulted in a 7% average market adjustment. When comparing each classification against the benchmark, some differences were relatively small and some were very large. Therefore, some might have received a relatively small percentage increase because they were not very far from the benchmark, and some people could have received above the 7% because they were farther away from the benchmark. The same is true for other salary increments based on merit. Merit means that people are going to be spread around the average of 3.2 percent. In the administration of market adjustments, we have always used merit with the faculty, the President said, and we will continue to do so in the future.

#### **Agenda Item 8.b.(8) – 1998 Productivity Report**

Dr. Anne Kaplan and Dr. Lynne Waldeland gave a substantial report at the Academic Affairs, Student Affairs and Personnel Committee meeting. Dr. Kaplan indicated that the Board of Higher Education is increasingly aware of the fact that productivity increases have to be looked at more broadly. We are finding many ways to avoid costs, and, in a sense, that is also a productivity improvement. If expenditures can be avoided, that is a productivity increase. The President said

there also has been significant progress in the use of reallocated funds for salary adjustments.

#### **ITEMS DIRECTLY FROM THE PRESIDENT**

#### **Agenda Item 8.c.(1) – Collective Bargaining Agreements**

Three bargaining unit agreements, including wage reopeners for AFSCME, Local 963, and the International Union of Operating Engineers, Local 399, and one full contract reopener with Teamsters, Local 330, were presented to the Board for approval. All of these wage negotiations were completed within the framework established by the Board in June. Chair Boey asked for a motion to approve the three collective bargaining agreements presented. Student Trustee Sosnowski so moved, seconded by Trustee Grans. The motion was approved.

#### **Agenda item 8.c.(2) – Summary of Grant and Contract Awards**

For the period since July 1, the President reported approximately \$5.7 million of grants and contract awards had been received by NIU. Total grants and contracts for FY98 to date amounted to just under \$30 million compared to \$27.5 million last year, an increase of 9.1% overall. To those faculty and staff who have been involved in grants and contracts, whether for the support of research, instruction, public service or student aid, the effort is very good, President La Tourette said, and I am very pleased by the eight to nine percent increase in these various categories. He asked that UAC members convey that back to the faculty and indicate that when some of the student aid items are cleared out, that \$13 million is approximately \$10 million in federal government research support that is counted by the Carnegie people as part of the base for considering the classification of the university. The President said he thought that a \$15 million base would generate a move from a Doctoral I institution to a Research II institution.

In answer to a question from Trustee Siegel, Dr. Kaplan said that the totals in the Summary of Grant and Contract Awards could appear in either the fiscal year received or expended. We can have expenditures out of a grant during FY98, when the grant was awarded in FY97, so when we get to the transition of fiscal years, there is not an absolutely perfect correlation of numbers. Dr. La Tourette added that the receipt of a multiyear grant is shown in the fiscal year received, and then the expenditures would be recorded as they occur over the next few years.

#### **CHAIR'S REPORT NO. 11**

Chair Boey asked Mr. Steve Cunningham, Associate Vice President Administration and Human Resources, to give a brief summary of the Tuition Waiver Program for Employee Children and the Accumulative Sick Leave Options Pertaining to Employees on Temporary Appointment.

#### **Agenda Item 9.a. – Tuition Waiver Program for Employee Children**

Mr. Cunningham said that tuition waiver benefits for employee children have a fairly complex history, which was shown in a chart on page 59 of the Board materials. In September 1992, the state legislature established a seven-year

standard for the provision of tuition waiver benefits to employee children. At that time, the Regency Universities, Illinois State University, Northern Illinois University and Sangamon State University, provided the benefit as of the date of employment. They all established the seven-year standard and also adopted a three-year standard for new employees, because it was a legislative interest that all universities comply with the seven-year standard. At that time, Northern reached a compromise and adopted a three-year standard under Part 1 of our Board *Regulations*, Mr. Cunningham said, and a seven-year standard under Part 2 of our *Regulations*. This situation continued until January 1998 when the seven-year standard was made applicable to all universities, allowing the eligible child of an employee with seven years of employment to attend any of the public universities in the state of Illinois with the 50% waiver. The three-year standard for employees at Northern whose children were attending Northern was retained. The Legislative Audit Commission has recommended that both Northern and ISU bring their policies in compliance with the seven-year standard effective January 1, 1999. Any NIU employee hired prior to that date would still fall under the three-year standard. Any employee hired after that date would be subject to the seven-year standard. Chair Boey asked for a motion to approve the amendment to the Tuition Waiver Program. Trustee Raymond so moved, seconded by Trustee Grans. The motion was approved.

#### **Agenda Item 9.b. – Accumulative Sick leave Options Pertaining to Employees on Temporary Appointments**

Mr. Cunningham stated that Public Act 90-65, which established certain retirement enhancements previously discussed in other meetings, also eliminated the compensable policies for sick leave earned after January 1, 1998. Current university policy does not provide accumulative sick leave to the approximately 400 employees who are on temporary appointment. This *Regulations* amendment would allow these employees on temporary appointment to accumulate sick leave from year to year. Other than cases of replacement during absence, Mr. Cunningham said, there are no new financial payout obligations created by this item. Chair Boey asked for a motion to approve the amendment to the accumulative sick leave options. Trustee Raymond so moved, seconded by Trustee Siegel. The motion was approved.

#### **Agenda Item 9.c. – Amendment to the *Bylaws* of the Board of Trustees of Northern Illinois University**

Chair Boey asked Board Parliamentarian Ken Davidson to give the Board a summary on an amendment to the *Bylaws*. Mr. Davidson said that this is an information item concerning a possible amendment of the *Bylaws* of the Board of Trustees as part of the first review and update since the Board's inception in January 1996. The Board *Bylaws* require that proposals for amendment of the *Bylaws* be brought to the Board at least one full meeting in advance of being considered for amendment. In the existing *Bylaws*, there is a limitation on student trustee voting rights. Recently, the legislature and the Governor amended Public Act 90-0630, authorizing the student trustee to vote on matters in which the student trustee does not have a conflict of interest. That power is effective through June 30, 2001. Mr. Davidson asked that the Board consider amending the *Bylaws* to conform to state law on this matter. Other changes included conforming to quorum requirements brought about by this same law.

There has also been a change in the Northern Illinois University law on authorized locations for Board meetings, Mr. Davidson said. The *Bylaws*, then, would conform to state law on that if approved. There are also conforming and practical changes proposed for how quorums are managed in Board Committee meetings, he said, and clarification of the practical powers and role of the Chair when serving in Committee meetings. Chair Boey asked that the Board withhold discussion on this item until it is returned as an action item at the December meeting. President La Tourette requested that any Board members who might have suggestions about the *Bylaws* transmit them to Mr. Davidson for consideration so these changes can be more expeditiously considered at the December meeting.

## OTHER MATTERS

As stated earlier in the meeting, this was Trustee David Raymond's last Board meeting. We are sad to see you go, Chair Boey said, but honored for having had the privilege of serving with you on this Board. We have been together now a little over two and a half years, and in that time I have learned a tremendous amount about the trusteeship of David Raymond. He came to this Board as someone with a keen interest in higher education, Chair Boey said, but without as much specific knowledge of NIU as most of us at that point. That changed quickly and David took his role on this Board very seriously, the Chair said, spending many hours familiarizing himself with the campus, students, staff and the university's mission. In the process, David Raymond the Trustee, became David Raymond the loyal NIU supporter. Just a few months ago, knowing that his time on this Board would be drawing to a close, Trustee Raymond made a very significant gift to the university to create an endowment for supporting technology in instruction. For those of us who have come to know Dave, Chair Boey said, his generosity came as no surprise. Dave is a Trustee who has spent literally hundreds of hours studying and looking for answers to the challenges faced by this university. So, whether he gives his money or time or commitment, the Chair said, we all know that David Raymond has given again and again out of his high regard for this university. Dave, for your tenacious pursuit of the best answer in every case, for your willingness to spend whatever time it took to understand the complexities of university governance, and most of all, for your belief in the students and the future of Northern Illinois University, Chair Boey said, for all these and much more, we thank you.

On behalf of the Board, Chair Boey presented a plaque to Trustee Raymond that read as follows:

*David W. Raymond, member of the founding Board of Trustees, served faithfully and with distinction to establish a strong NIU Board.*

*Northern Illinois University  
January 1, 1996 to September 18, 1998.*

President La Tourette said that Trustee Raymond had spent many hours with the Board and behind the scenes working with him and staff members. That is always a commitment that is hard to make on the part of a Trustees, the President said, especially a person like you, who is so committed and has spent so much time on university business, which is also time away from your other

professional activities and your family. The President gave Trustee Raymond a set of Woodstock wind chimes from New York, made by a former NIU graduate. He runs a very successful business and has a large number of employees who tune these chimes to different tones of the music scale so that they have different sounds and melodies. This is a little token to take back to your wife to express our appreciation for the time that you have spent at Northern, President La Tourette said, and the time that you have been away from her and your family. Again, the President said, I would like to add to Bob's remarks that you certainly have been very dedicated, Dave. You have spent a lot of time learning about the university and have become very supportive; we really appreciate that commitment. Even though you are not going to be on the Board, President La Tourette said, we will treat you as a colleague as well as a friend.

Trustee Raymond followed up the two presentations with a few words. As I have said several times over the last two meetings, Trustee Raymond said, I have really enjoyed this opportunity to be involved with NIU and higher education in Illinois. It has been a wonderful experience that has been enhanced by the quality of the people I have been able to work with on the Board, in the administration and among the faculty. I have remarked to several people how impressed I am with the quality of the people who are associated with this university. It has been outstanding and has really added to the experience and knowledge that I have gained about higher education. That has made it a real pleasure to work with all of you, Trustee Raymond said. In these first couple of years of this Board, we have continuously had opportunities to address issues that look like they were festering for years. Since I did not know much about NIU before, I am amazed at how you have been able to manage before you had the current governance system. It has been a real pleasure to be part of a new era in the university's history, Trustee Raymond continued, and to be part of addressing problems that have been around for quite a while and to establish new ways of addressing procedures. I suppose that is probably why you have such high quality people, because you have had to be so creative in addressing these issues over the years. It has been a real pleasure to be part of finding a new way of preparing the university for the future. As I was thinking about this being my last meeting, Trustee Raymond said, one of the things that I am going to miss is being part of a kind of a long-term strategic planning process that John La Tourette, Bob Boey and I have been talking about over the last year or so. One of the things that you will be doing as part of that process is looking at the university in the 21<sup>st</sup> Century and how to be prepared for that eventuality. You are soon going to be welcoming in the last incoming freshman class of this century. It is right here on top of us, Trustee Raymond said, and I hope that one of the things I have been able to do over the last couple of years with this Board is help prepare you for that venture into the new century.

Chair Boey announced that there would be a reception in the University Suite, immediately following this meeting, to honor Trustee David Raymond.

Just as David Raymond's gift to the university expressed a commitment to the future of NIU, Chair Boey went on to say, so does Governor Edgar's recent appointment of Gary Skoien to our Board of Trustees. Today, I have the pleasure of welcoming our newest member of the Board and hearing him take the oath of office. I just want to take a couple of minutes and acquaint you one more time with Mr. Skoien's background, the Chair said. Gary is currently the

chairman and CEO of Horizon Group Properties of Chicago. He served eight years, from 1983 to 1991, as executive director of Illinois' Capital Development Board, the agency responsible for overseeing major public construction projects, including those at Illinois colleges and universities. In 1991, Mr. Skoien left the CDB to become executive vice president and chief operating officer of the Prime Group Development Corporation and continued to serve as a CDB Board member for another two years. Earlier this summer, Gary took his current position at the helm of Horizon Group Properties, a spin-off company of the Prime Group. President La Tourette said he looked forward to working with Mr. Skoien and said he was very pleased with the Governor's selection. He mentioned that a web page on the Internet states that Mr. Skoien is a very active member of his college alumni association and has attended every Homecoming at Colgate University since 1976 when he graduated. He also attended the University of Michigan and received a Master of Public Policy degree at Colgate. President La Tourette said that Mr. Skoien is involved with the project at the corner of I-90 and Illinois 47 through the Prime Group, which is the developer responsible for the outlet mall on the northeast corner. The Prime Group is also working with other companies to complete a project on the northwest corner. The president welcomed Mr. Skoien to the university and said the university community really appreciated his willingness to be an active member of our Board of Trustees.

Chair Boey asked Trustee Susan Grans, Secretary of the Board, to administer the oath of office to Mr. Skoien. Mr. Skoien took the following oath:

I, Gary Skoien, do solemnly swear that I will support the *Constitution of the United States*, the *Constitution of the State of Illinois* and the laws thereof, and that I will faithfully discharge the duties of Trustee for the Board of Trustees for Northern Illinois University to the best of my ability.

Chair Boey said it was both a sad and a joyous occasion for the Board. We are losing a great member, the Chair said, but we are fortunate to have a very capable member coming in to fill that important position. He then welcomed Mr. Skoien and asked him to say a few words.

Mr. Skoien said that, as President La Tourette had pointed out, he had been fortunate enough to attend two fine educational institutions. Whatever successes I have had in life, in addition to my family, he said, have been a result of the great education I was fortunate enough to receive. I am deeply honored to have the opportunity to be associated with another fine educational institution and look forward to making what I hope will be a significant contribution to the Board. I will know I have been successful on the Board if I can receive a standing ovation at the end of my tenure here like the one Trustee Raymond just received, Mr. Skoien said. That is pretty much what it is all about because it is a sign that a great contribution was made, and I will try to match that record. I have had a warm welcome from the Chair, the President and other Board members and an opportunity to spend time with the staff. I am very impressed with what I have seen so far and have a lot to learn, Mr. Skoien said.

Trustee Siegel thanked Trustee Raymond for the honor and pleasure of serving with him on this Board. You leave a lasting legacy to NIU, Trustee Siegel said.



Moreover, you have given NIU the most important gift of your time and advice. Trustee Siegel mentioned that Trustee Raymond had also served on the Board of Visitors for NIU's College of Law prior to becoming a member of the Board. As a former NIU undergraduate and graduate student, a faculty member, the first chair of this Board, and your colleague, Trustee Siegel said, I thank you for your priceless contributions to NIU and wish you and your family happiness and success in your new endeavors. Trustee Siegel also welcomed Mr. Skoien to the Board.

<b>NEXT MEETING DATE</b>
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The next meeting of the Board of Trustees will be held on Thursday, December 10.

Chair Boey announced that there would be a reception in the University Suite to honor Trustee David Raymond immediately following the adjournment of this meeting. He then asked for a motion to adjourn. Trustee Siegel so moved, seconded by Trustee Grans. The motion was approved.

The meeting was adjourned at 3:03 p.m.

Respectfully submitted,

Sharon M. Mimms  
Recording Secretary

**BUDGETARY APPROVALS**  
**FY99 INTERNAL BUDGET**

Tables 1-4 provide a summary of the total university internal FY99 budget, which is submitted to the Board of Trustees for approval:

Table 1  
**FY99 INTERNAL BUDGET**  
**SUMMARY OF REVENUE BY SOURCE**  
(\$ in Thousands)

	<b>FY98</b>	<b>FY99</b>
<b>Appropriated/Income Fund Revenues</b>		
General Revenue Fund	\$85,187.19	\$89,204.4
Education Assistance Fund*	11,784.0	12,255.4
<b>Total Appropriated Fund Revenues</b>	<b>\$96,971.1</b>	<b>\$101,459.8</b>
<b>Nonappropriated Revenues</b>		
Income Fund	\$46,944.7	\$47,890.8
Revenue Bond Operations	42,896.8	\$45,736.7
Auxiliary Enterprises	12,455.7	12,774.6
Gifts, Grants and contracts	21,864.7	21,900.0
Local Funds	25,451.6	26,956.8
<b>Total Nonappropriated Revenues</b>	<b>\$149,613.5</b>	<b>\$155,258.9</b>
<b>Total Anticipated Revenues</b>	<b>\$246,584.6</b>	<b>\$256,718.7</b>

Table 2  
**FY99 INTERNAL BUDGET**  
**SUMMARY OF USE OF FUNDS BY OBJECT CLASS**  
**APPROPRIATED FUNDS**  
(\$ in Thousands)

Object Classification	General Revenue	Education Assistance Fund	Total
Personnel Services	\$75,773.6	\$8,524.5	<b>\$84,298.1</b>
Social Security	382.3	0.0	<b>382.3</b>
Contractual Services	6,419.0	1,636.5	<b>8,055.5</b>
Commodities	1,778.5	170.4	<b>1,948.9</b>
Travel	581.0	0.0	<b>581.0</b>
Automotive Operation	161.1	0.0	<b>161.1</b>
Equipment/Library Books	2,122.7	1,475.5	<b>3,598.2</b>
Telecommunications	770.2	0.0	<b>770.2</b>
Awards & Grants and Federal Matching Funds	625.7	0.0	<b>625.7</b>
Repairs, Maintenance and Other Capital Improvements	590.3	448.5	<b>1,038.8</b>
<b>Total Allocated</b>	<b>\$89,204.4</b>	<b>\$12,255.4</b>	<b>\$101,459.8</b>

Table 3  
**BUDGET AND EXPENDITURE COMPARISON**  
**APPROPRIATED FUNDS**  
**(Prior Year/Current Year)**  
(\$ in Thousands)

Object Classification	FY97 Budget	Estimated FY97 Expenditures	FY98 Budget	FY98 Projected
Personnel Services	\$81,465.3	\$81,465.3	\$84,298.1	\$84,298.1
Social Security	356.7	356.7	382.3	382.3
Contractual Services	7,346.6	7,346.6	8,055.5	8,055.5
Commodities	1,948.9	1,948.9	1,948.9	1,948.9
Travel	581.0	581.0	581.0	581.0
Automotive Operation	161.1	161.1	161.1	161.1
Equipment/Library Books	3,401.8	3,401.8	3,598.2	3,598.2
Telecommunications	770.2	770.2	770.2	770.2
Awards & Grants and Federal Matching Funds	175.7	175.7	625.7	625.7
Repairs, Maintenance and Other Capital Improvements	763.8	763.8	1,038.8	1,038.8
<b>Total</b>	<b>\$96,971.1</b>	<b>\$96,971.1</b>	<b>\$101,459.8</b>	<b>\$101,459.8</b>

Table 4  
**NONAPPROPRIATED INTERNAL BUDGET**  
**(Prior Year/Current Year Comparison)**  
(\$ in Thousands)

Object Classification	FY97 Budget	Estimated FY97 Expenditures	FY98 Budget
Personnel Services	\$64,362.7	\$64,147.4	\$66,888.5
Social Security	1,240.5	1,483.3	1,545.8
Contractual Services	37,129.5	36,485.2	37,392.0
Commodities	16,518.1	16,351.4	16,787.5
Travel	2,520.7	2,500.1	2,560.8
Automotive Operation	701.3	544.3	628.0
Equipment/Improvements	8,360.1	8,353.5	8,882.0
Telecommunications	1,272.6	1,272.6	1,296.8
Awards & Grants	9,109.1	9,056.0	9,276.3
Indirect and Other Costs	2,064.0	2,064.0	2,104.2
Debt and Repair Transfers	6,334.9	6,334.9	7,897.0
<b>TOTAL</b>	<b>\$149,613.5</b>	<b>\$148,592.7</b>	<b>\$155,258.9</b>

## **CENTER FOR EQUITY SERVICES PROJECT APPROVAL**

**Summary:** Responding to the university's long established commitment to increasing diversity on campus, the state legislature approved an appropriation of \$450,000 from the General Revenue Fund for an Equity Services Center. The proposed center is intended to provide facilities to enhance current programs such as diversity training, workplace conflict resolution, mentoring programs for newly hired faculty and staff, affirmative action compliance, and complaint investigation. The center will facilitate proactive efforts to provide a welcoming environment to attract and retain a diverse workforce.

The proposed facility will consist of office and training space necessary to carry out the mission of the equity center program. A facility of approximately 3,400 square feet is proposed for these functions. To retain close links with current human resources activity, the proposed site is adjacent to the current Human Resources/Printing Services building on the far west edge of the NIU campus. Preliminary planning calls for an addition to be constructed on the west side of the current Human Resources facility. However, functional relationships, access to existing utilities and aesthetic considerations will be weighed to determine the exact site for construction.

**Recommendation:** The university requests Board of Trustees approval to establish a total project budget in the amount of \$450,000 for construction of the Equity Services Center. The university has initiated the Qualifications-Based Selection (QBS) process for selection of an architectural firm and Anderson Mahaffey Architects has been selected. Architectural and engineering fees will be based on guidelines established by the Capital Development Board. The University further requests approval to contract for architectural and engineering services, to advertise and receive bids, to execute construction contracts, and to issue work orders necessary to complete all work associated with this project.

**RESIDENCE HALL MASTER PLAN  
STEVENSON TOWERS RENOVATION  
PHASE II**

**Summary:** Construction of Phase I of the Residence Hall Master Plan began in December 1997, following Board of Trustees approval of the scope of the project. The budget was established at \$16 million. Given the backlog of student requests for rooms in the newly remodeled Stevenson North complex, it is evident that Phase I has responded to the needs expressed by students. Phase II is intended to accomplish similar results through renovation of the two south towers of the Stevenson Complex and expanded renovation work in the central core to include the south lobby and lower level.

Programmatically, renovation in the south towers will differ minimally from work that has been completed in the north towers. The only exception to this is based on student requests observed during the sign-up period for the Fall 1998 semester. The option most in demand is the expanded double room. The option least in demand is a three-room suite. Both require the same amount of space and similar modifications. This minor change in renovation plans is expected to benefit the largest number of clientele.

Phase II is intended to continue efforts initiated in Phase I. The primary pedestrian street through the main floor central core will be extended through the south lobby, thus completing work begun in the north lobby and food service area under Phase I.

Phase II will also improve areas of the Stevenson Complex not addressed in Phase I. In particular, laundry facilities in the lower level will be enhanced and relocated adjacent to recreational areas. These two functions are currently located in isolated areas of the Stevenson lower level. Consolidation of laundry and recreation areas in easily accessible and well-lit locations is expected to improve the utilization and perception of both.

In addition, bid documents for movable equipment in Phase I were written anticipating the need to equip the two south towers at a later date. Where possible within the context of the new Procurement Act and with vendor concurrence, furnishings for Phase II will be purchased at prices established during Phase I. This will ensure reasonably priced and consistent furnishings throughout the Stevenson Complex.

**Recommendation:** The university requests Board of Trustees approval to establish a total project budget in the amount of \$10 million for Phase II renovation in Stevenson Towers. The university is exercising an exemption in the Qualifications-Based Selection (QBS) process for selection of an architectural firm by again recommending the firm of Solomon, Cordwell, Buenz (SCB) for Phase II work in Stevenson. Fees will be based on Capital Development Board

guidelines and will take account of the fact that much of the design from Phase I will be carried over to Phase II. The university requests permission to contract with SCB to provide architectural and engineering services, to advertise and receive bids, to execute construction contracts, and to issue work orders as necessary to complete Phase II renovation in the Stevenson Complex.



**ONE-ROOM SCHOOL HOUSE  
PROJECT AND SITE APPROVAL**

**Summary:** The century old Milan Township School House District #83, a wood-framed structure built in 1900, has been offered as a donation to the university's Blackwell History of Education Museum. The Country School Committee, a community group with civic and historical interests, is cochaired by Mavis and Ivan Williams. The committee has sought donations for the renovation, new foundation, site preparation and ongoing maintenance of the structure. The one-room schoolhouse will be dismantled, transported to campus and reassembled at the selected site. The proposed site for the historically significant schoolhouse is near the southwest corner of the Odekirk property, which provides a pastoral setting as well as proximity to the College of Education for possible instructional purposes and parking.

Acceptance of the donation is contingent upon the committee's ability to guarantee sufficient resources for the relocation, renovation and on-going maintenance of the schoolhouse. Site improvements will not commence until all funding has been identified.

**Recommendation:** The university seeks Board of Trustees approval to accept the donation and proposed site provided that the university does not incur any expenses related to the installation or future maintenance of the structure.

**DuSABLE HALL RENOVATION PROJECT**  
**PHASE II APPROVAL**

**Summary:** At the April 1998 meeting of the Finance, Facilities and Operations Committee, the university reported that DuSable Hall was in need of significant repairs and upgrades. Since DuSable Hall is the university's most utilized classroom building, a project budget for Phase I of a multiphase renovation project was approved at \$500,000. During the past four months, improvements such as the complete renovation of three classrooms, including floor tile replacement, paint, marker boards, furniture and "smart classroom" technology have been completed. The electronic enhancements provide faculty with contemporary multimedia components for classroom instruction. The lobby has been expanded to address safety concerns arising from dangerous overcrowding at the primary entrance. Corridor and lobby improvements on selected floors include draperies, clocks, wall tile replacement and furniture. Restroom and accessibility modifications have also been included in this phase.

The university is now prepared to pursue Phase II of the improvement project. Phase II will include exterior upgrades and repairs such as a protected entrance, curtain wall and structural concrete work, along with safety considerations which may include revolving and ADA power-assisted doors. Proposed interior upgrades include additional classroom, hallway and student lounge improvements as well as accessibility accommodations.

**Recommendation:** The university requests Board of Trustees approval to establish the DuSable Hall Phase II project budget at \$500,000 (university repair and renovation funds) and permission to identify and contract an architectural/engineering firm to provide design and specifications as necessary for Phase II. Architectural and engineering fees will be based on guidelines established by the Capital Development Board. The university also requests permission to advertise and receive bids, execute construction contracts and issue work orders necessary to complete all work associated with this project.

### **ADAMS HALL MODIFICATIONS APPROVAL**

**Summary:** The rationale for modifying Adams Hall is pursuant to the university's long-term goal of establishing a "Student Pipeline" of student services within Adams, Williston and Swen Parson Halls. Specifically, these modifications will allow the relocation of key student services, including the Graduate School, Sponsored Projects, Testing Services, and Grants Fiscal Administration from Altgeld to their permanent student pipeline locations.

Modifications will occur on the first, second and third floors of Adams Hall to accommodate the needs of the Graduate School, Sponsored Projects, Testing Services and Grants Fiscal Administration. Each floor contains approximately 4,500 net assignable square feet that require updating. Modifications will include some demolition of partition walls, removal of obsolete dormitory sinks in offices, and upgrades in lighting, electrical and telecommunications, as well as office environment improvements such as carpet and paint. Work will also include some asbestos abatement of floor tile.

The units relocating to Adams Hall must do so in October-November 1998 in order for the Altgeld project to commence. Therefore, the construction schedule is compressed to accommodate the user timeline. This project was previously approved on July 17, 1998 by the President in the amount of \$240,000. This approval enabled the university to commence initial activities utilizing university in-house trades. In order to complete the full project and to meet the scheduled deadline, the project requires a combination of NIU trades and outside contractors and a revised budget of \$300,000. This project will be supported through university repair and renovation funds.

**Recommendation:** The university requests Board of Trustees approval to establish a project budget of \$300,000 for interior modifications to Adams Hall. The university also requests permission to advertise and receive bids, execute construction contracts and issue work orders necessary to complete all work associated with this project.

## **REQUESTS FOR DEGREE AUTHORITY AT OFF-CAMPUS SITES**

Requests for new off-campus degree authority must receive approval from the Board of Trustees, endorsement from the regional consortia for the geographical areas in which the proposed programs would be offered, and approval from the IBHE before the programs can be advertised and delivered at off-campus locations. The university requests permission to offer the following degree programs at new off-campus sites.

### **B.S. in Business Administration at Motorola University (William Rainey Harper Community College District)**

Description: The Department of Management in the College of Business requests degree authority to offer a degree completion program in business administration at Motorola University. Students will be required to have completed 60 hours of transferable credit courses, including 10 designated tool courses required for all NIU business majors. This is a broad-based program preparing students to work in a number of business settings.

Rationale: The B.S. in Business Administration is the newest undergraduate degree program of the College of Business. It provides interdisciplinary business preparation and includes a wide variety of electives taken outside the College of Business to prepare broadly-educated business professionals. Of all of the College of Business undergraduate programs, it is the most efficient to offer at an off-campus site since it will meet the needs of the largest number of students.

This program is designed to serve employed adults who have earned an associate's degree or completed 60 hours of undergraduate work that can be transferred into the program. Students will be required to have completed ten "tool courses" at the freshman and sophomore levels. The program is designed to serve people whose work and family responsibilities prevent them from enrolling on a full-time basis. The college has decided to offer the program in rented facilities at Motorola University because the Hoffman Estates Education Center is operating at more than full capacity and also because the College of Business is developing a strategic partnership with the Motorola Corporation. Making the program available at Motorola University will be particularly convenient for Motorola employees and will help advance that partnership. However, the program will be open to any student from the region who meets the entrance qualifications.

The College of Business has carried out needs assessment surveys through focus groups of Motorola employees. It has also announced that it is planning to offer this program to the business deans of the community colleges in the surrounding region. There is evidence of good demand for the program, and the university estimates that appropriately 60 students will enroll at the site annually. Enrollment in the program will be limited by the size of the classrooms available

at Motorola University. When it is possible to expand the Hoffman Estates Education Center, the program will move into the university facility.

Costs: The costs of the program will be covered by tuition and delivery fees.

### **B.S. in Nursing (Highland Community College District and Sauk Valley Community College District)**

Description: The School of Nursing in the College of Health and Human Sciences requests authority to offer a degree completion program culminating in a B.S. in Nursing to nurses holding the R.N. degree at Highland Community College and Sauk Valley Community College. The program offers the theory and clinical courses that are part of the B.S. degree and that will allow graduates to assume leadership roles in the care of patients in the health care system. Students may transfer in a total of 70 semester hours of credit from a community college. The program is fully compliant with the Illinois Articulation Initiative Agreement for articulation with community college programs. The program will include 25 semester hours of nursing core courses and will give students with nursing experience 25 semester hours toward the professional degree. All but one course will be offered through interactive video-conferencing technology with the courses transmitted from the NIU campus or from the Hoffman Estates Education Center. The remaining course in clinical assessment will have to be taken at Highland Community College or at the NIU campus.

Rationale: The leadership of the nursing programs at Highland Community College and Sauk Valley Community College has approached the School of Nursing at Northern Illinois University and asked it to offer a degree completion opportunity to nurses in their districts who hold the R.N. degree. Because of work and family responsibilities and distance from a four-year university campus, these potential students have been unable to earn the baccalaureate degree. The School of Nursing has determined it will be feasible to offer the program using interactive video-conferencing technology. The plan would be to offer two classes back-to-back on a designated day to receive sites at the two community colleges. The students will have access to all the resources of the community colleges and to advising from an NIU staff person. Over 150 nurses in the two community college districts have expressed interest in the degree completion program in surveys conducted by the community colleges. A minimum of 10 students at each site would be required for cost-effective delivery of the program, and it may be necessary to limit enrollment so that a single faculty member can manage the number of students at the remote sites as well as the transmission site. The School of Nursing would not be able to consider meeting this demand at such a distance from the campus if it were not for new distance learning technologies.

Costs: The costs of the program will be covered by tuition and fees.

Recommendation: The university requests Board of Trustees approval to offer the B.S. in Business Administration in the Harper Community College District and the B.S. in Nursing in the Highland Community College District and the Sauk Valley Community College District.

## **FISCAL YEAR 2000-02 MARKET EQUITY PRIORITIES**

The university administration and the Board of Trustees have identified and continue to emphasize salary equity as a key priority with respect to the near-term and long-term strategic interests of the university. A number of factors underlie the salary equity priorities:

- Maintenance of exceptional levels of quality and productivity, as demonstrated by NIU faculty and staff and as reflected through a continuing merit increment program.
- Advancement of NIU's status as an institution of higher learning in the northern Illinois region.
- Maintenance of salary competitiveness in relation to appropriate market benchmarks and peer group comparisons.
- Acknowledgment of the effect of regional cost of living indices (and the rate of change thereof) in the DeKalb/Sycamore area.

Accordingly, different salary equity priorities are established constant with annual fiscal year budgetary and enrollment parameters. Salary equity priorities are guided by compensation benchmark surveys expressing relative levels of comparison for different employee categories.

### **Salary Equity Priorities — FY97-99**

Among public universities in the state, NIU has an excellent record of accomplishment in reallocating resources to supplement salaries, ranking in the upper tier among MAC and IBHE peer group institutions in terms of cumulative increases in average salaries. Historically, fund sources for salary increments have been derived from annual appropriations, internal reallocations and growth in income fund revenues. Consistent with these priorities, NIU reallocated sufficient funds to distribute an additional 1.0 percent market equity adjustment in FY97, resulting in a total fiscal year increment of 4.0 percent (excluding promotions). The FY99 increment program included an aggressive supplemental salary equity program for civil service clerical employees, resulting in average total clerical adjustments of 10.2 percent and average universitywide adjustments of 4.0 percent (excluding promotions).

### **Salary Equity Priorities — Fiscal Year 2000-02**

The next phase of the salary equity program will focus primarily on the tenured and tenure-track faculty. The university is committed to a multiyear approach to advancing the relative comparability of NIU faculty salaries. Consistent with this commitment, the university will enhance the increment pool made available for

the tenured/tenure-track faculty by a minimum of 1.0 percent beyond the increase provided in the base appropriation "compensation increase" object line during the next three fiscal years. With minimal 3.0 percent increases in base appropriations, the Fiscal Year 2000-02 increments for regularly-appointed instructional faculty would therefore total no less than 12.0 percent. An overall 15.0 percent objective (overall enhancement of 6.0 percent or 2.0 percent per year) will represent the targeted enhancement. Achievement of this goal will depend on overall institutional funding capacity which will be affected by the status of enrollment, maintenance of cost savings realized through the income fund resolution program, and the degree of success in obtaining supplemental appropriated funding. Overall ranked faculty salaries at NIU presently lag the midpoint value of comparable NASULGC and MAC benchmarks by a total of 4.1 percent. The 6.0 percent three-year supplemental increment objective would advance the relative status of NIU faculty salaries to a level intended to meet or exceed the overall projected MAC/NASULGC midpoint values.

**Recommendation:** Consistent with the August 27, 1998, endorsement of the Academic Affairs, Student Affairs and Personnel Committee, the President recommends approval of the Fiscal Year 2000-02 salary equity priorities. Fiscal Year 2000 increment allocation guidelines, including the faculty equity component, will be submitted to the Board for approval in conjunction with the annual approval of fiscal year increment guidelines in advance of the Fiscal Year 2000 increment.

**COLLECTIVE BARGAINING AGREEMENTS**

The following collective bargaining agreements have been ratified by the bargaining unit and are submitted for approval by the Board of Trustees.

- 1) *Bargaining Unit:* AFSCME, Local 963, representing 325 janitorial, food service and maintenance repair workers at the DeKalb campus, Holmes Student Center and Lorado Taft Campus.

*Scope of Negotiations:* FY99 Wage Reopener

*Tentative Agreement for Board Action:* FY99 salary increases for the bargaining unit consistent with FY99 university increment guidelines.

- 2) *Bargaining Agent:* Teamsters, Local 330, representing 10 bus drivers and mechanics in the Transportation Department.

*Scope of Negotiations:* Full Contract Reopener

*Tentative Agreement for Board Action:* A successor agreement extending through June 30, 2001. Terms and conditions, as well as FY99 salary increases, are consistent with university policies and FY99 increment guidelines.

- 3) *Bargaining Unit:* International Union of Operating Engineers, Local 399, representing 35 Stationary Firemen, Stationary Fireman Helpers, Stationary Engineers, Lead Plant Stationary Engineers and the Asst. Chief Plant Operating Engineer in the Heating Plant.

*Scope of Negotiations:* FY99 Wage Reopener

*Tentative Agreement for Board Action:* FY99 salary increases for the bargaining unit consistent with FY99 university increment guidelines.



# **Chair's Report**

## **No. 11**

*September 17, 1998*

## **TUITION WAIVER PROGRAM FOR EMPLOYEE CHILDREN**

Board *Regulations* II.D.12. and III.C.14. provide 50 percent tuition waiver benefits for eligible children of employees. These regulations have been revised four times in recent years in response to different legislative actions (see the attached summary table). Current regulations offer the 50 percent tuition waiver benefit to children of NIU employees who have three or more years of employment. Prior to September 1, 1992 (the effective date of P.A. 87-793), the Regency universities offered the 50 percent tuition waiver benefit to eligible employee children as of the first day of employment. P.A. 87-793 provided for university-specific 50 percent tuition waivers for eligible children of employees who had seven or more years of service, and, because these waivers were authorized by statute, they were exempt from tuition waiver limitations established by the Illinois Board of Higher Education. The current three-year employment eligibility protocol for employees hired after September 1, 1992, was written as a compromise between eligibility for the waiver upon the first day of employment and full implementation of the seven-year protocol established by statute. In order to accommodate that compromise, the Board *Regulations* were subdivided into "Part I" and "Part II" eligibility sections to cover, respectively, employees with three to seven years of service and those with seven or more years of service. All "Part I" waivers are charged against the IBHE tuition waiver limitation, whereas the statutorily authorized "Part II" waivers, those granted to the children of employees with seven or more years of service, are not charged against the waiver limitation.

Effective July 1, 1998, P.A. 90-282 extended the scope of the 50 percent undergraduate tuition waiver benefit for eligible children of employees who have seven or more years of service to all senior Illinois public universities, regardless of the university location where the service was accrued. Implementing revisions were made to NIU Board *Regulations* in December 1997 in order to accommodate the interinstitutional provisions of P.A. 90-282 for employees with seven or more years of service. The Legislative Audit Commission has recommended that NIU amend the tuition waiver policies for employee children so as to be consistent with the seven-year level of employee service criteria contained in the authorizing statute.

**Recommendation:** This revision in tuition waiver benefits was endorsed by the AASAP Committee in its meeting on August 27. The FFO Committee, in its meeting on August 28, discussed the financial ramifications of the proposed revisions and concurred with the AASAP Committee endorsement. The university recommends that existing policies be maintained for employees hired on or before December 31, 1998. These employees will continue to receive the 50 percent dependent waiver benefit for eligible children under applicable sections of the Board *Regulations* following three years of service. Employees hired January 1, 1999 and thereafter will not be eligible for "Part I" (eligible after three years of service), but will be eligible under "Part II" of the Board

*Regulations* after seven years of service. Additional modifications have been made to applicable Board *Regulations* to implement the statewide interinstitutional tuition waiver policy standards for employee children that have been adopted on a statewide basis. The university recommends approval of the related amendments to the Board *Regulations* that follow.

EFFECTIVE DATES	AUTHORITY	CRITERIA FOR LENGTH OF SERVICE	SCOPE OF TUITION WAIVER ELIGIBILITY
Prior to September 1, 1992	Board of Regents <i>Regulations</i>	As of the Date of employment	Any Regency University (NIU, ISU, SSU)
September 1, 1992 thru December 31, 1995	Board of Regents <i>Regulations</i> and P.A. 87-793 (authorizing the tuition waiver benefit for employees with 7 or more years of service)	Part I: As of the date of employment, for employees hired prior to September 1, 1992, and 3 to 7 years for employees hired after September 1, 1992 Part II: 7 or more years	Any Regency University (NIU, ISU, SSU) Transition language adopted in 1995 provided that eligible children who had started a program of study at a system university would continue the 50% tuition waiver subject to the 4-year maximum
January 1, 1996 thru December 31, 1997	Northern Illinois University - Board of Trustees <i>Regulations</i> and P.A. 87-793	Same as above	Northern Illinois University With transition provisions (as above)
January 1, 1998 thru December 31, 1998	Northern Illinois University - Board of Trustees <i>Regulations</i> and P.A. 90-0282 (expanding the scope of tuition waivers to all Illinois Public Universities for employees with 7 or more years of service).	Same as above	Part I: Northern Illinois University Part II: All Illinois Public Universities
January 1, 1999 and Thereafter	Northern Illinois University Board of Trustees <i>Regulations</i> and P.A. 90-0282	Part I: 3 - 7 years for employees hired prior to January 1, 1999 Part II: 7 years for all employees	Part I: Northern Illinois University Part II: All Illinois Public Universities

**BOARD OF TRUSTEES REGULATIONS, SECTION II.D.12 –  
FACULTY AND ADMINISTRATIVE EMPLOYEES, BENEFITS**

**II.D.12.**

**12. TUITION WAIVER PROGRAM FOR EMPLOYEE CHILDREN**

Special condition: Provisions accommodating employees and retirees to implement Public Act 89-4 shall continue until the applicability of such provisions expire.

General

This *Regulation* incorporates benefits provided under Illinois Compiled Statutes, Chapter 110, Section 685/30-90. Consonant with that statute, it is the purpose of the Board of Trustees to provide tuition waiver benefits to eligible children of employees in an orderly manner that is consistent among different employee groups. Explicitly, it is the Board's intention that under the Board *Regulations* no eligible child receiving a benefit under the sponsorship of this program shall be granted a waiver greater than 50% of the total tuition.

This *Regulation* shall remain in effect until such time as it is modified either by actions of the Illinois General Assembly or the promulgation of additional internal rules or regulations by the Board of Trustees.

Part 1

a. Eligibility Criteria

(1) Employees Hired Prior to September 1, 1992

All full-time faculty or administrative employees hired prior to September 1, 1992 on approved payroll status and who are not eligible under Part 2 of this *Regulation* may participate under Part 1.

Eligible employees may obtain an employer waiver of 50% of the tuition assessed the employee's children during the regular academic year for undergraduate courses at the university. The employer waiver is available only for employees' children who are under age 25 at the beginning of the fall semester of the current academic year. Fees and charges other than tuition are not included in the employer waiver.

(2) Employees Hired After September 1, 1992 and on or before December 31, 1998

All full-time faculty or administrative employees hired after September 1, 1992, and on or before December 31, 1998, on approved payroll status may participate under Part 1 of this

*Regulation* after three years of full-time consecutive or unconsecutive employment with the university until such time as they become eligible to participate under Part 2. The three years of qualifying service must have been accrued by the beginning of the fall semester of the academic year for which the benefit is requested, and have been on a 100% appointed basis in a capacity that is eligible for participation in the State Universities Retirement System. For purposes of benefit eligibility, faculty and administrative employees who complete a 9-month appointment comprising a full academic year shall receive the full-year service credit.

Eligible employees may obtain an employer waiver of 50% of the tuition assessed the employee's children during the regular academic year for undergraduate courses at the university. The employer waiver is available only for employees' children who are under age 25 at the beginning of the fall semester of the current academic year. Fees and charges other than tuition are not included in the employer waiver.

(3) Retirees with Qualifying Service

Effective August 1, 1992, eligible children of individuals who have retired from Northern Illinois University with at least seven years of full-time service with the university may participate under Part 1 of this *Regulation* in the same manner as children of active full-time employees who were hired prior to September 1, 1992.

b. Limitations

The 50% tuition waiver is the total amount available from the employer per child even though both parents may be full-time employees of the university. The maximum four years' undergraduate tuition waiver will be granted for a total of eight semesters as a full-time student and not more than four summer terms. These semesters need not be taken consecutively. The benefit is also conditioned on the student's maintaining satisfactory academic progress toward graduation. The waiver is not applicable for noncredit or graduate/professional academic programs.

The employee must have met eligibility requirements for inclusion in the program at the time that application is made for the benefit. The benefit shall not be rescinded or suspended in the event an employee becomes ineligible during any given academic semester; however, no future benefits may be extended until the employee regains eligibility status.

c. Procedures

Applications and waivers shall be processed under Part 1 of this *Regulation* only when applicants are not eligible under Part 2 of this *Regulation*. Applications for waivers shall be administered by the

university. Reasonable procedures for implementing this Component of the *Regulation* will be approved by the president or designee.

## Part 2

### a. Eligibility Criteria: Employees with Seven or more Years of Service

As used in Part 2 of this *Regulation*, "Illinois university" means any of the following: Northern Illinois University, University of Illinois, Southern Illinois University, Chicago State University, Eastern Illinois University, Governors State University, Illinois State University, Northeastern Illinois University, and Western Illinois University.

All full or part-time faculty and administrative employees on approved payroll status, who have had public university employment at a rate of 50% or more of the normal full-time appointment in a SURS-eligible appointment capacity for 7 or more service years may participate under Part 2 of this *Regulation*. The service requirement may be met by cumulative employment and need not be consecutive.

Eligible employees may obtain an employer waiver of 50% of the tuition assessed the employee's children during the regular academic year for undergraduate courses at an Illinois university. The statutory waiver is available only for employees' children who are under age 25 at the beginning of the fall semester of the current academic year. Fees and charges other than tuition are not included in this waiver. Further, the student eligible for this benefit must qualify for admission to the relevant Illinois university under its standard policies.

### b. Limitations

The 50% tuition waiver is the total amount available from the relevant Illinois university under Public Act 90-282 per child even though both parents may be employees of the university. The maximum 4 years' undergraduate tuition waiver will be granted for a total of 8 semesters as a full-time student and not more than 4 summer terms. These semesters need not be taken consecutively. The benefit is also conditioned on the student's maintaining satisfactory academic progress toward graduation. The waiver is not applicable for noncredit or graduate/professional academic programs.

The employee must have met the eligibility requirements for inclusion in the program at the time that application is made for the benefit. The benefit shall not be rescinded or suspended in the event an employee becomes ineligible during any given academic semester; however, no future benefits may be extended until the employee regains eligibility status.

c. Procedures

Applications and waivers shall be processed under Part 2 of this *Regulation* when applicants are eligible in accordance with Illinois Compiled Statutes, Chapter 110, Section 685/30-90. Applications for waivers shall be administered by the university in cooperation with applicable interinstitutional administrative offices. Reasonable procedures for implementing this component of the *Regulation* will be approved by the president or designee.

It is intended that those tuition waivers granted pursuant to Part 2 of this *Regulation* and in accordance with the provisions of Illinois Compiled Statutes, Chapter 110, Section 685/30-90, shall not be charged against any tuition waiver limitation established by the IBHE.



**BOARD OF TRUSTEES *REGULATIONS*, SECTION III.C.14 –  
CIVIL SERVICE EMPLOYEES, BENEFITS**

**III.C.14.**

**14. TUITION WAIVER PROGRAM FOR EMPLOYEE CHILDREN**

Special condition: Provisions accommodating employees and retirees to implement Public Act 89-4 shall continue until the applicability of such provisions expire.

This *Regulation* incorporates benefits provided under Illinois Compiled Statutes, Chapter 110, Section 685-30/90. Consonant with that statute, it is the purpose of the Board of Trustees to provide tuition waiver benefits to eligible children of employees in an orderly manner that is consistent among different employee groups. Explicitly, it is the Board's intention that under the Board *Regulations* no eligible child receiving a benefit under the sponsorship of this program shall be granted a waiver greater than 50% of the total tuition.

This *Regulation* shall remain in effect until such time as it is modified either by actions of the Illinois General Assembly or the promulgation of additional internal rules or regulations by the Board of Trustees.

Part 1

a. Eligibility Criteria

(1) Employees Hired Prior to September 1, 1992

All full-time status Civil Service employees hired prior to September 1, 1992, on approved payroll status and who are not eligible under Part 2 of this *Regulation* may participate under Part 1.

Eligible employees may obtain an employer waiver of 50% of the tuition assessed the employee's children during the regular academic year for undergraduate courses at the university. The employer waiver is available only for employees' children who are under age 25 at the beginning of the fall semester of the current academic year. Fees and charges other than tuition are not included in the employer waiver.

(2) Employees Hired After September 1, 1992 and on or before December 31, 1998

All full-time Civil Service employees hired after September 1, 1992, and on or before December 31, 1998, on approved payroll status may participate under Part 1 of this *Regulation* after three years of full-time consecutive or unconsecutive employment with the university until such time as they become eligible to participate

under Part 2. The three years of qualifying service must have been accrued by the beginning of the fall semester of the academic year for which the benefit is requested and have been on a 100% appointed basis in a capacity that is eligible for participation in the State Universities Retirement System. For purposes of benefit eligibility, Civil Service employees who complete a 9-month appointment comprising a full academic year shall receive the full-year service credit.

Eligible employees may obtain an employer waiver of 50% of the tuition assessed the employee's children during the regular academic year for undergraduate courses at the university. The employer waiver is available only for employees' children who are under age 25 at the beginning of the fall semester of the current academic year. Fees and charges other than tuition are not included in the employer waiver.

(3) Retirees with Qualifying Service

Effective August 1, 1992, eligible children of individuals who have retired from Northern Illinois University with at least seven years of full-time service with the university may participate under Part 1 of this *Regulation* in the same manner as children of active full-time employees who were hired prior to September 1, 1992.

b. Limitations

The 50% tuition waiver is the total amount available from the employer per child even though both parents may be full-time employees of the university. The maximum four years' undergraduate tuition waiver will be granted for a total of eight semesters as a full-time student and not more than four summer terms. These semesters need not be taken consecutively. The benefit is also conditioned on the student's maintaining satisfactory academic progress toward graduation. The waiver is not applicable for noncredit or graduate/professional academic programs.

The employee must have met eligibility requirements for inclusion in the program at the time that application is made for the benefit. The benefit shall not be rescinded or suspended in the event an employee becomes ineligible during any given academic semester; however, no future benefits may be extended until the employee regains eligibility status.

c. Procedures

Applications and waivers shall be processed under Part 1 of this *Regulation* only when applicants are not eligible under Part 2 of this *Regulation*. Applications for waivers shall be administered by Northern Illinois University. Reasonable procedures for implementing this component of the *Regulation* will be approved by the president or designee.

## Part 2

### a. Eligibility Criteria: Employees with Seven or More Years of Service

As used in Part 2 of this *Regulation*, "Illinois university" means any of the following: Northern Illinois University, University of Illinois, Southern Illinois University, Chicago State University, Eastern Illinois University, Governors State University, Illinois State University, Northeastern Illinois University, and Western Illinois University.

All full or part-time Civil Service employees on approved payroll status, who have had public university employment at a rate of 50% or more of the normal full-time appointment in a SURS-eligible appointment capacity for seven or more service years may participate under Part 2 of this *Regulation*. The service requirement may be met by cumulative employment and need not be consecutive.

Eligible employees may obtain an employer waiver of 50% of the tuition assessed the employee's children during the regular academic year for undergraduate courses at an Illinois university. The statutory waiver is available only for employees' children who are under age 25 at the beginning of the fall semester of the current academic year. Fees and charges other than tuition are not included in this waiver. Further, the student eligible for this benefit must qualify for admission to the relevant Illinois university under its standard policies.

### b. Limitations

The 50% tuition waiver is the total amount available from the relevant Illinois university under Public Act 90-282 per child even though both parents may be employees of the university. The maximum four years' undergraduate tuition waiver will be granted for a total of eight semesters as a full-time student and not more than four summer terms. These semesters need not be taken consecutively. The benefit is also conditioned on the student's maintaining satisfactory academic progress toward graduation. The waiver is not applicable for noncredit or graduate/professional academic programs.

The employee must have met the eligibility requirements for inclusion in the program at the time that application is made for the benefit. The benefit shall not be rescinded or suspended in the event an employee becomes ineligible during any given academic semester; however, no future benefits may be extended until the employee regains eligibility status.

### c. Procedures

Applications and waivers shall be processed under Part 2 of this *Regulation* when applicants are eligible in accordance with Illinois Compiled Statutes, Chapter 110, Section 685/30-90. Applications for waivers shall be administered by Northern Illinois University in cooperation with applicable interinstitutional administrative offices.

Reasonable procedures for implementing this component of the *Regulation* will be approved by the president or designee.

It is intended that those tuition waivers granted pursuant to Part 2 of this *Regulation* and in accordance with the provisions of Illinois Compiled Statutes, Chapter 110, Section 685/30-90 2, shall not be charged against any tuition waiver limitation established by the IBHE.

**ACCUMULATIVE SICK LEAVE OPTIONS  
PERTAINING TO EMPLOYEES ON TEMPORARY APPOINTMENTS**

In accordance with Board *Regulations*, regularly appointed employees receive one day of sick leave for each month or portion of month of service. Since January 1, 1984, and until January 1, 1998, regular employees appointed on a 50 percent or greater basis have been eligible to accumulate compensable sick leave on an unlimited basis subject to utilization. Effective January 1, 1998, Public Act 90-0065 eliminated the compensable aspects of accumulative sick leave for accruals earned subsequent to that date. However, sick leave may continue to be accrued on an unlimited basis for purposes of applicable service credit under the SURS general formula. The effect of P.A. 90-0065, among other things, was to eliminate the payout liability for sick leave accrued after January 1, 1998. The elimination of those costs make it feasible to provide accumulative sick leave for employees who are granted consecutive temporary appointments.

Under existing Board Regulations, temporary employees may receive 20 days of nonaccumulative sick leave in the event that extended absence is required for serious illness. However, employees on temporary appointments are ineligible to receive accumulative sick leave. The ability to accumulate sick leave beyond the current appointment period would potentially allow temporary employees to receive additional SURS service credit under the general formula at the time of retirement. The only exposure for the university (in the absence of payouts) would be related to staff coverage/replacement costs for potentially greater periods of paid illness-related absence.

The adoption of new policies providing for the accumulation of noncompensable sick leave across consecutive temporary appointment periods is feasible as an overall policy consideration. Such policies would serve to provide temporary employees with additional SURS service credit potential without exposing the university to additional unfunded liabilities with respect to benefit payouts. Departments would potentially be exposed to service coverage issues for longer-term paid absences, although based on past experiences these circumstances should be relatively rare. Moreover, the average length of service for NIU temporary employees (appointed on a 50 percent or greater basis) is 4 years, resulting in a projected average individual accrual of 40 days.

**Recommendation:** The university recommends approval of revisions to applicable sick leave policies reflected in Board *Regulation* II.D.6.d., to authorize the accrual of accumulative sick leave for employees on temporary contracts, subject to limitations as may be expressed in university policies. Accumulative sick leave provisions would pertain to temporary employees whose full-time equivalent percentage of employment is 50 percent or greater. Consistent with the five-year limitation established for consecutive full-time temporary appointments in the Board of Trustee *Regulations*, accruals would extend beyond a specific appointment period only to the extent that subsequent

appointments are consecutive and the effective dates do not result in a break in service. The effective date and implementation of these policies for the instructor's bargaining unit will be subject to negotiation. The university recommends approval of the related amendments to the Board *Regulations* on accumulative sick leave which follow.

**BOARD OF TRUSTEES REGULATIONS SECTION II.D.6. –  
FACULTY AND ADMINISTRATIVE EMPLOYEES, BENEFITS**

**II.D.6.**

**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.

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. Applicability and utilization or accumulative leave benefits shall be in accordance with university procedures.

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.

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. Consistent with Public Act 90-65: when available, accumulated sick leave earned prior to January 1, 1984 and after December 31, 1997 shall be charged first. As applicable thereafter, sick leave used by an employee shall be charged against his or her sick leave accumulated on or after January 1, 1984 but before January 1, 1998.

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. 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 only for nonaccumulative sick leave during the term of their contract. Employees on a temporary contract may be eligible for accumulative sick leave with respect to initial and, if applicable, consecutive appointments if employed at a rate of 50% or more of the normal full-time appointment.

e. Record Maintenance

Records of sick leave days accrued and of those taken shall be maintained by the university for its faculty and administrative employees.

f. 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.

g. 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.

h. Compensation at Termination

Pursuant to P.A. 83-976 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  $\frac{1}{2}$  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.

i. Sick Leave Bank

The university may establish a system for participation in a university sick leave bank pursuant to P.A. 87-822.

**President's Report**  
**to the**  
**Executive Committee**

*November 10, 1998*

No item in this report for release before 10:00 a.m. Tuesday, November 10, 1998.

**A G E N D A**

**NIU Board of Trustees  
EXECUTIVE COMMITTEE  
Teleconference meeting  
Tuesday – November 10, 1998  
Conference Room 304 – Lowden Hall**

1. Call to Order and Roll Call
2. Verification of Appropriate Notice of Public Meeting
3. Executive Session
4. Approval of Project..... *Action...59*
  - a. Approval of Land Acquisition
  - b. Approval of Development Agreement
  - c. Authorization to Proceed with Financing
  - d. Authorization to Board Officers
5. Other Matters
6. Adjournment

**Minutes of the  
NIU Board of Trustees  
EXECUTIVE COMMITTEE  
Special Teleconference Meeting  
November 10, 1998**

**CALL TO ORDER AND ROLL CALL**

Chair Robert Boey called the teleconference meeting to order at 10:05 a.m. Recording Secretary Sharon Mimms conducted a roll call of Trustees. Present for the meeting were Vice Chair James Myles, Secretary Susan Grans and Chair Boey. Also present were President John La Tourette and Parliamentarian Kenneth Davidson. Not present was Trustee George Moser. Having noted the presence of a quorum, the meeting proceeded.

**VERIFICATION OF APPROPRIATE NOTICE OF PUBLIC MEETING**

Chair Boey asked Parliamentarian Davidson for verification of appropriate notice of public meeting. Mr. Davidson confirmed that all proper notices had been prepared and posted.

**MEETING AGENDA APPROVAL**

A motion was made by Vice Chair Myles, and seconded by Secretary Grans, to approve the agenda. The motion was approved.

**REVIEW AND APPROVAL OF MINUTES OF PREVIOUS MEETING**

A motion was made by Secretary Grans and seconded by Vice Chair Myles to approve the minutes of August 21, 1997. The motion was approved.

**EXECUTIVE SESSION**

Chair Boey 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: property matters as generally described under §2(c)(5) and §2(c)(6). Vice Chair Myles so moved, seconded by Secretary Grans. A roll call vote of the Trustees to recess to Executive Session was unanimous.

**EXECUTIVE COMMITTEE RECONVENED**

The public meeting of the Board of Trustees was reconvened by Chair Boey at 11:00 a.m.

## **PRESIDENT'S REPORT**

### **Agenda Item 6 - Approval of Project**

- a. Approval of Land Acquisition**
- b. Approval of Development Agreement**
- c. Authorization to Proceed with Financing**
- d. Authorization to Board Officers**

Chair Boey stated that during the Executive Session the Executive Committee discussed the potential construction of a building to house Business and Industry Services, which would be located at 1100 Diehl Road in Naperville, Illinois. He then asked for a motion to approve the project and related recommendations of President La Tourette as set forth in his agenda item requesting specific authorizations from the Board of trustees. Vice Chair Myles so moved, seconded by Secretary Grans. The motion was approved.

Chair Boey asked for a motion to adjourn. Secretary Grans so moved, seconded by Vice Chair Myles. The motion was approved. The meeting was adjourned at 11:15 a.m.

Respectfully submitted,

Sharon M. Mimms  
Recording Secretary

**LAND ACQUISITION AND PROJECT AND  
DEVELOPMENT AGREEMENT APPROVAL**

**Summary:** In response to the need to house the university's growing Business and Industry Services (BIS) operation and to consolidate a number of other university operations and partnerships located throughout DuPage County, the Board of Trustees authorized the university to pursue steps necessary to develop and negotiate a proposal which provides the necessary space to accomplish this end.

Pursuant to this authorization, the university has now negotiated a development agreement with a development team headed by Hamilton Partners, Inc., which will provide for the construction of an approximate 90,000 square foot facility on an 11.2 acre site at 1100 Diehl Road, Naperville, Illinois. As part of this agreement, the university will lease the facility under an installment purchase contract, financed through Certificates of Participation funded by revenues generated by BIS, rental income from compatible education partners and from conference activities. No new state funds will be requested or used to support this agreement.

**Recommendation:** The university requests Board of Trustees approval of the project and requests approval of the following required actions in order for the project to proceed:

- a. Authorization to enter into the purchase agreement for the acquisition of approximately 11.2 acres of real property at 1100 Diehl Road, Naperville, Illinois, at a price not to exceed \$4.5 million, subject to final legal review and contingent on suitable financing.
- b. Authorization to enter into the development agreement at a budgeted amount not to exceed \$11.8 million for the design, construction, landscaping and other improvements to such real property after its acquisition.
- c. Authorizations for the Senior Vice President to proceed with the actions necessary to provide for the issuance of Certificates of Participation with respect to the DuPage County facility subject to (i) the approval of the Board of Trustees of the final documents prior to the sale of such Certificates of Participation and (ii) satisfaction of any requirements of the Illinois Procurement Code.

Such actions shall include, but not be limited to, the following:

1. Designation of bond counsel;

2. Designation of an underwriter or underwriters, including authorization for such underwriter or underwriters to provide related services to enable them to sell the Certificates of Participation at the lowest cost to the university, including the designation of the appropriate rating agency or agencies and the insurer of the certificates;
  3. Designation of a vendor to be a party to various documents and participate in the issuance of the Certificates of Participation, which vendor may be a financial institution or an agency of the State of Illinois; and
  4. Designation of a financial institution trustee to be a party to various documents and the issuer of the Certificates of Participation.
- d. Authorization for the officers of the Board of Trustees to proceed to perform all necessary acts in furtherance of these approved endeavors.

# **President's Report**

## **No. 16**

*December 10, 1998*



No item in this report for release prior to 11:30 a.m. Thursday, December 10, 1998.

**A G E N D A**

**BOARD OF TRUSTEES  
of  
NORTHERN ILLINOIS UNIVERSITY  
11:30 a.m. – Thursday – December 10, 1998  
Regency Room**

11:30 a.m. Call to Order, Roll Call, Notice Verification, Recess to Executive Session  
12:00 a.m. Executive Session and Lunch - University Suite  
1:30 p.m. Reconvene Board of Trustees Meeting – Clara Sperling Sky Room



1. Call to Order and Roll Call
2. Verification of Appropriate Notification of Public Meeting
3. Announcements
4. Meeting Agenda Approval ..... *Action*...62
5. Review and Approval of Minutes of September 17, 1998 ..... *Action*...64
6. Reports of Board Committees and Board Liaisons
  - a. Executive Committee
  - b. Academic Affairs, Student Affairs and Personnel Committee
  - c. Finance, Facilities and Operations Committee
  - d. Legislation, Audit and External Affairs Committee
  - e. Illinois Board of Higher Education
  - f. University Civil Service Merit Board
  - g. Northern Illinois University Foundation
7. Executive Session
8. President's Report No. 16
  - a. University Recommendations Forwarded by the Board Committees
    - (1) Fiscal Year 2000 Appropriated Capital Budget Revised...*Action* ....79
    - (2) Work Order System Replacement .....*Action* ....81
    - (3) Fiscal Year 2000 Tuition Recommendations .....*Action* ... 82

- (4) High Speed Network Access for On-Campus Student Housing ..... *Action* ....84
- (5) Requests for Degree Authority at Off-Campus Sites ..... *Action* ....85
- b. University Reports Forwarded from the Board Committees
  - (1) Periodic Summary Report of Transactions in Excess of \$100,000 ..... *Information*
  - (2) Semiannual Progress Report of Active Capital Projects with a Budget Over \$100,000 ..... *Information*
  - (3) Annual Report of Cash and Investments ..... *Information*
  - (4) FY98 External Funding for Research, Public Service and Instructional Projects ..... *Information*
  - (5) Compensation Policies for Promotion in Academic Rank ..... *Information*
- c. Items Directly from the President
  - (1) Summary of Grant and Contract Awards ..... *Information*
  - (2) Recruitment Marketing Results - Presentation ..... *Information*
- 10. Chair's Report No. 12
  - a. Amendment to *Bylaws* of the Board of Trustees of Northern Illinois University ..... *Action* ....89
  - b. Potential 1999 Meeting Dates for the Board of Trustees ..... *Action* ..103
- 11. Other Matters
- 12. Next Meeting Date
- 13. Adjournment

Minutes of the  
**BOARD OF TRUSTEES**  
**OF NORTHERN ILLINOIS UNIVERSITY**  
December 10, 1998

**CALL TO ORDER AND ROLL CALL**

The meeting was called to order by Chair Robert Boey at 11:40 a.m. in the Regency Room of Holmes Student Center at Northern Illinois University. Recording Secretary Sharon Mimms conducted a roll call of Trustees. Members present were Trustees George Moser, Myron Siegel, Student Trustee Joseph Sosnowski and Chair Boey. Trustees Susan Grans and James Myles entered the meeting in progress. Not present was Trustee Manuel Sanchez. Also present were Board Parliamentarian Kenneth Davidson and President John La Tourette. With a quorum present, the meeting proceeded.

**VERIFICATION OF APPROPRIATE NOTICE OF PUBLIC MEETING**

Confirmation of Open Meetings Act public notice compliance was provided by Board Parliamentarian Ken Davidson.

**ANNOUNCEMENTS**

Chair Boey recognized the presence of Dr. James Norris and Ms. Joan Greening, representatives of the University Advisory Committee.

**MEETING AGENDA APPROVAL**

Trustee Moser made a motion to approve the agenda and was seconded by Student Trustee Sosnowski. The motion was approved.

**REVIEW AND APPROVAL OF MINUTES**

It was moved by Trustee Siegel and seconded by Trustee Moser to approve the minutes of the September 17, 1998 meeting. The motion was approved.

**REPORTS OF BOARD COMMITTEES AND BOARD LIAISONS**

**Executive Committee**

There was no report from the Executive Committee.

**Legislation, Audit and External Affairs Committee**

Committee Chair Moser reported that the Legislation, Audit and External Affairs Committee met that morning. The Committee received an update on the Fall Veto Session in Springfield, considered several federal issues and discussed the IBHE staff recommendations for the Fiscal Year 2000 budget. The Committee heard that the four legislative leaders have agreed to move House Bill 2805,

which contains the legislative changes necessary to allow university board members to continue serving until reappointed or replaced by the new governor. The bill is scheduled to be voted on in the Senate on Monday, January 11, and will move immediately to the House for concurrence on Tuesday, January 12, the final legislative day of the 90<sup>th</sup> General Assembly. Despite an agreed upon set of 28 measures to address problems contained in the procurement reforms passed last year by the General Assembly, cooperation to move the changes forward in the House during the Veto Session dissipated, and they will be dealt with by the new General Assembly next spring. NIU's specific request to change the legislation to exclude negotiations for continuing education instruction was part of the agreed set of changes. Since these changes ran into trouble in the House, Trustee Moser said, the university plans to file legislation to address this issue again in January. At this point, it appears, that any hopes of a "5+5" retirement initiative for state employees and any additional benefits for SURS have failed to achieve enough support in the General Assembly. Finally, the IBHE staff has recommended a 6.9 percent increase in the university's FY00 budget. Dr. Eddie Williams and Dr. John La Tourette led the Committee through a review of staff recommendations. The IBHE was to meet Tuesday, December 15, to review and approve these recommendations. At that point, the entire higher education budget request will be transmitted by the IBHE to the Bureau of the Budget and the new governor. Lengthy discussions will be held, Trustee Moser said, and we will all have to advocate for a substantial GRF increase for higher education.

### **Academic Affairs, Student Affairs and Personnel Committee**

Committee Chair Sue Grans reported that the Academic Affairs, Student Affairs and Personnel Committee met on Thursday, November 19. A request was heard to grant degree authority for three degrees at off-campus sites: the B.S. in Technology (Industrial Technology) and the M.S.Ed. in Instructional Technology in the Elgin Community College District, and the M.A. in Communicative Disorders in the DuPage, Blackhawk, Elgin, Lake, Moraine Valley and Rock Valley Community College Districts. Those items were forwarded through the President's Report to be heard by the Board in this meeting. Other reports at the AASAP Committee meeting included a discussion on the NIU Parents' Association; an update on enrollment for this semester; FY98 external funding for research, public service and instructional projects; and compensation policies for promotion in academic rank. The Board was also presented with an update on the Undergraduate Research Apprenticeship Program (URAP) in the College of Liberal Arts and Sciences.

### **Finance, Facilities and Operations Committee**

Since the chair of the Finance, Facilities and Operations Committee was called out of town at the last minute, Chair Boey asked Dr. Eddie Williams, Senior Vice President for Finance and Facilities, to give the Committee report. The Finance, Facilities, and Operations Committee met on Tuesday, November 17, at which time four major action items were reviewed and several university reports were presented. Action items included a revision to the FY00 capital budget request. The Committee also considered a request for a new work order software system that will be used by the Physical Plant for receiving and processing work orders throughout the campus. The recommendations also included FY00 tuition rates and a provision for an additional on-campus computing system for the university's residence halls. Those action items were included in the President's

Report for Board approval. The university reports presented included a periodic report on transactions in excess of \$100,000 and a semiannual progress report on all capital construction activity on campus.

### **Illinois Board of Higher Education**

President La Tourette reiterated some of the points he made earlier in the day at the meeting of the Legislation, Audit and External Affairs Committee. The important thing to emphasize here, Dr. La Tourette said, is that we have a new budget development process and a new level of cooperation between the public universities and the executive director of the Illinois Board of Higher Education. Several meetings were held over the fall, including the "Big Picture Meeting," scheduled here on campus between the staff of the Board of Higher Education and the President's staff. There was a "Bigger Picture Meeting" in Springfield on November 13. Board Chair Boey also attended these meetings. There has been a very honest attempt on the part of the executive director and his staff, the President said, to better understand the needs of the universities and to have those needs reflected in the budget recommendations for Fiscal Year 2000. President La Tourette stressed that this is an aggressive budget recommendation that is running in the range of a 7 to 7.5 percent overall increase for public universities opposed to increases that ran 3 to 4 percent in the last several years. It is also a budget that is based on the executive director's Citizen's Agenda and his attempt to articulate how higher education will contribute to the future of the state, in terms of educational attainment as well as future economic development and the state's ability to be competitive in the world economy. The primary point I would like to emphasize, President La Tourette said, is the fact that the IBHE budget includes proposing a 3 percent salary increase to be augmented by another one percentage point which would be financed by the state and matched by the university. That is a total package of 5 percent. The money to support that one percent is already in the bank at NIU and will come from the university's enrollment dividend. The objective of the 5 percent increment is to move the public universities' faculty and staff salaries into a higher relative position nationally, with the assumption that the national average increase will be something less than 5 percent. This is a budget that has been thought out very carefully, President La Tourette said, and it represents a very serious attempt to meet Northern Illinois University's needs and to have us more involved in overall planning at the state level to make sure that our impact as a public institution is as strong and effective as possible.

President La Tourette mentioned that the results of several surveys of employers, public opinion leaders and the public in general would also be presented at Tuesday's IBHE meeting. These results appear to show that higher education in Illinois is doing a good job in preparing people for the work force. However, the President said, I think there is room for improvement. Hopefully, these surveys will be used as benchmarks in the future to see how effectively we can move public opinion from the "good/very good" category more into the "very good" category.

Chair Boey said that Dr. Sanders noted that legislators can react favorably and understand the kind of budget that reflects inflation. But when the increase gets to 7 and 7.5 percent, he is going to need help from all of us, the Chair said, and

he certainly deserves that help. Dr. Sanders has shown that he is trying very hard to understand our issues, and we need to support him in our various ways.

### **University Civil Service Merit Board**

There was no report from the University Civil Service Merit Board.

### **Northern Illinois University Foundation**

Michael Malone, Vice President for Development and University Relations, reported that he would be sharing some good news about the annual fund and introducing a couple of the people responsible for that. He reported that his numbers were current as of November 24, 1998, so in many cases they represent partial returns. The goals for the annual fund are to continue looking for new donors, to move toward an upgrade strategy, and to increase overall participation percentages. As we go into years three, four and five, Mr. Malone said, the focus on upgrades is going to become more and more important. The College of Business was 89 percent complete as of November 24. Comparing this year's results with our first year of in-house calling last year, Mr. Malone said, shows an 86 percent increase in budgets. Last year, revenue to colleges and departments increased by 58 percent over the prior year. There were 631 new pledges from nondonors with an average gift increase from \$55 to \$83. In the College of Business, average gifts for the first time are over the hundred dollar mark. The pledge rate has increased from 22 to 26 percent of the alums being called. Bad phone numbers decreased 19 percent.

The College of Visual and Performing Arts is 84 percent complete. They have experienced an increase of about 50 percent over last year. That includes 214 new pledges from nondonors, alums who previously have never given in any way to Northern Illinois University. The average gift increased from \$37 to \$47. The pledge rate shows a 4 percent increase. Bad phone numbers decreased by 15 percent in this college. The College of Education is approximately one-third complete. Yet, with only 33 percent completed, Mr. Malone said, we are at 90 percent of what was raised last year. That includes 114 new pledges.

Mr. Malone introduced some audience members who shared in the responsibility for this really outstanding news — Mallory Simpson, Associate Vice President for Development; Alberta Solfisberg, Director of Development Operations, who was responsible for putting the Call Center together; and Bob Heuermann, Director of Annual Giving. But, maybe the most important component of this whole thing, Mr. Malone said, is represented by a special guest, Sarah Otto, one of our top student callers. Sarah is a sophomore from Rochelle who was a straight "A" student in high school and is now majoring in business management. She feels that the experience she is gaining with Telefund is helping her in her business career. A secondary benefit of this program is the number of students we employ who pay for their own college educations. Sixty percent of all of the costs for running the Telefund are in wages paid to about 200 students employed during the year. Sarah came with the original group of students trained in September of 1997 and has consistently been one of the top ten callers. She has personally raised more than \$20,000 for Northern Illinois University. This spring she will become a student caller supervisor leading a team of 20 students and making sure that they are on task and motivated and that their sales skills on

the phone are very sharp. I would like to thank Sarah and all our student callers for the part they play in this successful Telefund, Mr. Malone said.

Chair Boey said it was important to have reports like this from time to time. The university operating budget is around \$250 million a year. Forty percent of that comes from the state and 60 percent has to come from somewhere else. The Foundation is certainly playing a bigger and bigger role in development and fund raising, Chair Boey said, and that is very serious business nowadays in all the universities throughout the country.

#### **EXECUTIVE SESSION**

Chair Boey 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: personnel matters as generally described under §2(c)(1) of the Open Meetings Act, Legal and Risk Management matters as generally described under §2(c)(11) and (12) of the Open Meetings Act, property matters as generally described under §2(c)(5) and (6) of the Open Meetings Act, self-evaluation practices and procedures of professional ethics as generally described under §2(c)(16) of the Open Meetings Act, and Executive Session Minutes matters as generally described under §2(c)(21) of the Open Meetings Act. Trustee Myles so moved, seconded by Trustee Moser. A roll call vote of the Trustees to recess to Executive Session was unanimous.

#### **BOARD OF TRUSTEES MEETING RECONVENED**

Chair Boey reconvened the public meeting of the Board of Trustees at 2:41 p.m.

#### **PRESIDENT'S REPORT NO. 16**

For those in the audience who were not present earlier in the day, President La Tourette explained the absence of Mr. Skoien from the Board. Last week a vote was taken on 114 appointments in the Senate to which the membership responded "present." That action resulted in Mr. Skoien's appointment, along with 113 others, not being confirmed. This action was not directed towards Mr. Skoien, but was the result of a political dispute between the Senate and the Governor. This, however, means that Mr. Skoien cannot sit with the Board. Therefore, a vacancy has been created which will remain with us until such time as Governor-Elect Ryan acts on appointments to this Board. We very much regret this occurrence, President La Tourette said, and I want to repeat that this was not directed at Mr. Skoien as a person and should not reflect at all on his ability to be a member of the Board of Trustees. We were very pleased with his appointment on a temporary basis pending Senate confirmation. We hope that Governor-Elect Ryan will reappoint him and that the Senate will confirm his appointment as a member of this Board.

The President announced that the water retention project funds had been released by the Governor's Office. This was prompted, in part, by a question from Trustee Moser at the November Finance, Facilities and Operations Committee Meeting. There are some problems yet with the Capital Development Board in actually initiating the project.

On Monday night, December 7, the Village of Hoffman Estates approved the plan for the development that will include NIU's new facility there. NIU has been given high ranking by the Illinois Board of Higher Education in the recommendations they will be making next week for capital projects, especially in recommending funds for the planning of that facility. At a lower priority on that list is \$10 million for the entire facility.

The President announced that he would be sending a letter out to the university community as a result of advice received from various people and some thinking he had done about the Provost's position. After examining the situation, President La Tourette said, it appears to me that it is a little late in the year to conduct a successful search. In national searches there is a time period for announcements that has to be honored, and there are certain affirmative action steps that have to be taken. It appears that we cannot get organized until sometime in February, he said, and that would probably be too late in the academic year to have a successful search. So I plan to follow the procedures used in 1992, which resulted in the appointment of Dr. Moody as Acting Provost. I will be seeking advice and nominations, the President said. The letter will include the list of criteria or guidelines used six years ago when the same process was initiated. The President hopes to conduct this process and complete the solicitation of advice, comments and nominations by 5:00 p.m. on January 11, 1999, in order to be in a position to discuss the appointment of an acting executive vice president and provost with the Board at its scheduled meeting on January 14.

A little later in the meeting, after a presentation from Mike Malone about NIU's recruitment marketing program for students, President La Tourette said, I will provide an update on a discussion I had with the Finance and Facilities Committee on November 17 on a number of issues coming up on campus: the need for additional recreation space and facilities, the need for parking, the issue with OCR and Title IX, and some other considerations.

#### **UNIVERSITY RECOMMENDATIONS FORWARDED BY THE BOARD COMMITTEES**

#### **Agenda Item 8.a.(1) - Fiscal Year 2000 Appropriated Capital Budget Revised**

This Appropriated Capital Budget request was revised, reflecting discussion at the Finance and Facilities Committee Meeting on November 17. One of the revisions was to list both the Hoffman Estates project and the library buildout as the top priorities for the university. In addition, a revision was made on the Stevenson building renovation project to request planning money rather than full funding, given the level at which the full project is now being estimated. Preliminary information suggests that both of these projects are ranked in such a way that the university is likely to receive one if not both of them if there is a reasonable amount of capital funding available. This is a housekeeping item to carry forward the recommendation of the Finance, Facilities and Operations Committee of November 17, the President said, and to revise the budget request so that we are consistent with the discussions we had at that Committee meeting as well as the discussions we had with the Board of Higher Education. Chair Boey asked for a motion to approve the Fiscal Year 2000 Appropriated Capital



Budget. Trustee Grans so moved, seconded by Trustee Myles. The motion was approved.

### **Agenda Item. 8.a.(2) – Work Order System Replacement**

This recommendation also came from the November 17 Finance, Facilities and Operations Committee meeting. The President asked Board approval to replace the work order system with a projected budget not to exceed \$600,000. This will allow the university to be much more effective in dealing with internal billings as well as scheduling the work on campus. Chair Boey asked for a motion to approve the work order system replacement project. Student Trustee Sosnowski so moved, seconded by Trustee Grans. The motion was approved.

### **Agenda Item 8.a.(3) - Fiscal Year 2000 Tuition Recommendations**

A 3 percent average overall increase was recommended for undergraduate tuition, with a continuation of the schedule that encourages students to take additional hours. President La Tourette said he had already mentioned to the Board and the university community that the new tuition schedule appears to have been highly successful. In measuring the registrations in Fall 1998, compared to registrations in Fall 1996, there was a shift of 500 additional students taking 15 hours or more, correcting for the change in enrollment over that period of time. This is a very good response from students. The overall tuition increase is 3 percent, the President said, though we are continuing to make it more attractive for students to register beyond 12 hours, so they will then graduate in four years or a shorter period of time than they would have otherwise.

The graduate tuition increase was \$10 per credit hour to bring NIU's tuition more in line with other public universities, not only in the state but in the region. That is an 8.6 percent increase. This is the second year of an increase of this nature. In the case of the College of Law, an 8 percent increase, which is five points above the 3 percent base increase. Funds that are generated above the base increase would go to the Law Library and computer support services for students in the College of Law. These are also vital investments for maintaining accreditation with the American Bar Association. In looking at this increase, President La Tourette said, we continue to maintain a tuition level in our Law School well below the level that the UI has in Champaign-Urbana.

Finally, summer tuition rates, will be \$110 per credit hour up to 12 hours for undergraduates with no charge beyond 12 hours, and for graduates, \$126 per credit hour up to 12 hours, but no additional charges beyond 12 hours. These recommendations reflect the Board's wish to hold down increases in tuition at the undergraduate level and to continue to emphasize affordability at the same time we are emphasizing access and quality in our academic programs, the President concluded.

Student Trustee Sosnowski commended the President and the administration on this tuition recommendation. Three percent is a very fair number, he said, especially considering the need to be competitive in salaries across the university and to keep technologically updated. At the same time, the Student Trustee said, we still remain fiscally conservative, not overburdening students with high tuition costs. Chair Boey asked for a motion to approve the Fiscal Year 2000

Tuition Recommendations. Trustee Siegel so moved, seconded by Trustee Myles. The motion was approved.

#### **Agenda Item 8.a.(4) – High Speed Network Access for On-Campus Student Housing**

President La Tourette introduced the high-speed network for on-campus student housing, which was very thoroughly reviewed at the November 17 FFO Committee meeting. The President asked Board approval of a purchase order not to exceed \$690,000. In reply to a question from Trustee Siegel, Systems Associate Vice President John Tuecke answered that university involvement in this project did not result in any ownership rights to the product. It did, however, result in rather significant discounts in the purchase of these products. Trustee Myles made a motion to approve the high-speed network access for on-campus student housing. Trustee Grans seconded the motion. The motion was approved.

#### **Agenda Item 8.a.(5) – Requests for Degree Authority at Off-Campus Sites**

This request was for three program approvals at off-campus sites. The programs included the Bachelor of Science in Technology (Industrial Technology) in the Elgin Community College District; the Master of Science in Education in Instructional Technology in the Elgin Community College District; and an M.A. in Communicative Disorders in the DuPage, Blackhawk, Elgin, Lake, Moraine Valley and Rock Valley Community College Districts. These three items were reviewed by the Academic Affairs, Student Affairs and Personnel Committee and recommended to the Board for approval. This reflects our continuing attempt to provide programs off campus for people who generally are place-bound, working or have family obligations, President La Tourette said, so that they can continue their education to either increase their proficiency in their existing positions or move on to other positions or careers. Chair Boey asked for a motion to approve the three requests for degree authority at off-campus sites. Trustee Siegel moved to approve the motion, seconded by Student Trustee Sosnowski. The motion was approved.

#### **UNIVERSITY REPORTS FORWARDED FROM THE BOARD COMMITTEES**

The following items were information items discussed in the Finance, Facilities and Operations Committee and the Academic Affairs, Student Affairs and Personnel Committee.

#### **Agenda Item 8.b.(1) – Periodic Summary Report of Transactions in Excess of \$100,000**

The Board has delegated the President authority to approve transactions in excess of \$100,000, but less than \$250,000. The President periodically reports to the Board on these items. A list of 12 purchase items, one lease and two capital improvement projects was presented. Trustee Myles said he noticed that quite a few transactions were for advertisements in the *Chicago Tribune* and wondered if there was any reason why all the advertising was going to that one newspaper. President La Tourette said that the people who tend to take, for example, the MBA, are very frequently readers of the *Chicago Tribune*, especially when looking at the Executive MBA. The ad is carried in all of the editions of the *Tribune*, so there is coverage in the downtown Chicago market as

well as throughout the suburbs. He added that he was doubtful the ads would be as cost effective if they were spread around to several papers. Trustee Myles said he had nothing against the *Chicago Tribune*, but added that there was a substantial market in the Chicago area that does not read the *Tribune* and suggested that the university perhaps look at other newspapers.

#### **Agenda Item 8.b.(2) – Semiannual Progress Report of Active Capital Projects with a Budget Over \$100,000**

This report listed a number of outstanding projects that are underway along with the status of each. In the last FFO Committee meeting, Trustee Moser asked about funding for the water retention project. As a follow-up to that inquiry, the Governor's Office has released the money for that project, although there are some particulars to be settled with the Capital Development Board before the university can begin the project.

#### **Agenda item 8.b.(3) – Annual Report of Cash and Investment**

President La Tourette said he thought the university was doing a very good job with its cash and investments. He reported that the average annualized rate of return on all investments was running about 5.7 percent. That is a pretty good rate in the market for those investments that meet the standards we are required to meet, he said.

#### **Agenda Item 8.b.(4) – FY98 External Funding for Research, Public Service and Instructional Projects**

President La Tourette called the Board's attention to page 40, which showed the increases in external funding since 1994. As Dr. Zar indicated at the FFO Committee Meeting, the President said, we have had a good increase every year in this decade. In 1998, external funding was just under \$30 million. The following pages showed a breakdown of federal funds, state funds, corporate awards and all other sources of funding. President La Tourette said that other public universities were listed under the state awards category because in some cases NIU is jointly involved in grant projects where these institutions have control over the main project while NIU has a subcontract with them to do a certain amount of work. It is very important that we recognize the effort faculty and staff make in generating these funds, the President said, because they are important to the university's mission in instruction, research and public service. And in many cases, they make the critical difference in developing and maintaining strong programs at our campus.

#### **Agenda Item 8.b.(5) – Compensation Policies for Promotion in Academic Rank**

The President said that Mr. Cunningham and Human Resource Services looked at the funds provided to faculty at the time of promotion from assistant to associate professor or from associate to full professor. It was found that NIU was somewhat on the low side when compared to either the Mid-American Conference or NASULGC. This recommendation to phase in increases over the next three years, President La Tourette said, would bring NIU up to approximately 14 percent above the survey results on the average. This plan would then be reviewed every four years so that the university can remain competitive in our salary adjustments for promotion.

## ITEMS DIRECTLY FROM THE PRESIDENT

### **Agenda Item 8.c.(1) – Summary of Grant and Contract Awards**

This summary of grant and contract awards began on July 1, 1998. The university has received \$6.7 million in awards to date. This usually is a slower part of the year, Dr. La Tourette said, so the awards should reach that \$30 million level by the end of the fiscal year, July 1, 1999.

### **Agenda item 8.c.(2) – Recruitment Marketing Results - Presentation**

President La Tourette made a brief presentation with Mr. Michael Malone, Vice President-Development and University Relations, on recruitment marketing results. I think you will be interested in some of the comments that Mr. Malone will make about marketing the university, the President said, and this may, address the question that Trustee Myles raised on where and how does the university spend its money for advertising or marketing.

Mr. Malone first showed the challenges in recruitment advertising for NIU: a limited budget, major market pricing, competitive core market, crowded media market, and a broad comprehensive university mission. The response to these challenges included developing a unifying theme, providing a "call-to-action," focusing ads in limited but saturated flights, finding the right media mix, and making the ads outcomes oriented.

"*NIU Works!*" is the overarching theme that was developed in cooperation with DDB Needham, a major advertising agency in Chicago, Mr. Malone said, where we were lucky enough to find a core group of alumni from the CEO on down who helped develop that theme. The people in the group who worked with me were actively involved in the creative management of the McDonald's account, the Volkswagen account and the Alberto-Culver account. They contributed a lot of hours getting right into the heart of what NIU is good at and how we might be able to communicate that to our publics. I think that theme works on a lot of different levels — "NIU Works!" for students, "NIU Works!" for the region. We think the theme fits the character of the institution. It is used on lots of different things from tee-shirts to ads to brochures and posters. And it really does describe Northern and its history, Mr. Malone said, hardworking, connected to the concerns of the region, the nation and the world.

A "call-to-action" provides readers with a way to respond to an ad. Our call-to-action has been targeted to open houses. We do four open houses a year, Mr. Malone said. We geared our call-to-action to the actual physical visit to the campus, which is considered one of the key factors in deciding where to go to college. We targeted those open houses, and the saturated but limited flights occurred two weeks prior to each open house. That is when we try to flood the market as best we can with the budget we have.

The media mix is, basically, what Trustee Myles was asking about, Mr. Malone said. Do you put all of your eggs in one basket? Well, if you had to put all of your eggs in one basket, the *Chicago Tribune* would be a good basket in the Chicago media market, he said. But, it is not the only basket, and we do use a variety of different media — print, radio and TV. Our key messages speak to

graduate satisfaction. Ninety-three percent of recently surveyed NIU graduates do consider their time here well spent. Ninety-seven percent say they would choose Northern again. Affordability: *"It won't cost you an arm and a leg ... but an NIU degree will give you a 'leg up' in the job market."* This speaks directly to one of the four concerns identified by the admissions recruitment people. Employability: *"NIU grads strongly encouraged to apply"* with a copy of a help wanted ad. A recent survey of NIU graduates shows 95 percent are employed during graduate school and 80 percent work. That is a clear outcome ad. Quality of student life consistently rates high on the decision-making factors that students use in choosing a college. *"There is more to do than watch the corn grow"* in an ad that talks about speakers, entertainment, clubs and things that make a residential campus a vibrant learning community.

Outcomes-oriented ads had to be adjusted for students and parents. You speak in a little bit different way if you think the student is your only audience. Mr. Malone continued. One ad — *"Whatever your style ... NIU fits."* — with a picture of students in all kinds of different dress runs exclusively in high school newspapers and community college newspapers. Now the same theme with a slightly cleaned up group of students wearing their NIU sweatshirts out in front of the campus — *"Students talk about Northern."* — runs for a more general audience. We kind of tailor the same message, with a different approach. Career Statistics: Again, hitting on outcomes — *"NIU Works, and so do our graduates."* We were lucky enough to get a great candid at a commencement a couple of years ago of a young woman proudly displaying an "I got a job" sign on top of her mortarboard.

Finally, alumni testimonials are very common, basing the school's image advertising on alumni testimonials.

The *Chicago Tribune* education supplement is overrun with ads from other institutions. That is why NIU is not there for general student recruitment advertising. Compared to some Chicago private schools, they have at least eight times the advertising budget of NIU. If we compete with them in their game, we are going to be swamped because we cannot be in there often enough. It is very expensive and extremely cluttered.

We have been in print in a lot of different publications — the *Aurora Beacon News*, Elgin papers, the *Sun-Times*, and *Friday* sections of the *Tribune*, the *Daily Herald*, the *Sun-Times*, the *Rockford Register Star* and a number of other papers. Our open houses are usually on school holidays, Mr. Malone said, because we are basing our call-to-action on the fact that these are families that have to make decisions about what to do with this day off. We are competing against a movie or a trip to a museum or going to Medieval Times. It is not necessarily a university-versus-university choice on a day off for a family. We have been successful in running full-page ads. Besides the Sereno ad, we also run other ads featuring people such as Donna Wiseman, the Morgridge Chair, throughout the papers in this two-week flight.

In radio, parents and students have to be targeted differently. If you have ever fought with your teenager over radio stations and presets in your car, Mr. Malone said, you know that they do not ever listen to the same station that you do. Mr. Malone played samples of radio ads geared for parents and students. We have

done television, although the network affiliates in Chicago are way out of our price range. Rockford is in our price range and we have done television in Rockford. Mr. Malone played a television ad featuring NIU interns at Sundstrand Corporation in Rockford.

We have used focus groups to test concepts. At the open houses, parents and students stop and fill out a survey card saying where they heard the ad, then we give them a couple of new ads and ask them to pick their favorites. Probably the most important result, however, is how many customers we bring into the store. Our open houses have been very successful in the last few years since advertising began. Comparing attendance with no advertising in 1994-95 to attendance with advertising in 1995-96 shows an increase from 2,740 to 4,058. Advertising was begun in the spring of that year. The first full year of advertising was 1996-97. Another jump to an attendance of just over 6,900 was seen in 1997-98, Mr. Malone said, as we began to fine-tune the message.

We also look at the impact the ads have had on NIU's image. We take this from the students that select NIU as a school to send their ACT scores. They answer a series of questions as part of the ACT. The number of students who selected NIU and also said good academic reputation was important has gone up. Students who selected NIU and thought that graduates get good jobs is very important, Mr. Malone said, and that number went up pretty dramatically from 39 percent to 55 percent. A good social reputation is very important and is creeping up from 20 percent to 25 percent. Our distinctive competency vis-a-vis some large public universities is that our top faculty actually teach undergraduates and often teach freshmen. So we did a series of ads featuring NIU faculty who have research and professional accomplishments on a par with any in the world, yet teach freshmen and undergraduates. Spot ads were done with John Simon from Accountancy and Donna Wiseman from Education among them.

We also need to refine and tweak our media plan, Mr. Malone went on to say. Because athletics broadcasted several games on Fox this year, we had a chance to put PSA's on the Fox Sports Network broadcast of NIU football games. Mr. Malone showed two public service announcements featuring NIU alumni Manny Sanchez and Sheila Talton. Three versions of that ad with two different pairs of alumni in each version ran as PSA's. We then took those same PSAs and modified them to become commercials for cable TV placement, Mr. Malone said, which is a market we can afford. Mr. Malone showed cable television ads featuring NIU alumni Manny Sanchez and Peter Burchard.

And that is where we are right now, Mr. Malone summarized. We started with print. We added radio. We have added some TV into the mix. We are still basically working with the same budget. I wanted you to know what the strategy was and to know why we were doing what we were doing. We are really trying to go with very limited but saturated flights right before open houses so that we can measure the effectiveness of our ads.

Trustee Myles complimented Mr. Malone on his presentation, but said he still wanted to make the point that advertising should be opened up in publications that will reach the whole population in the area and not just one specific segment. Media advertisement such as radio and television should also cover a wide variety of the populace. He mentioned a minority publication, the *Chicago*

*Defender*, in addition to a publication mentioned by Trustee Siegel, the *Southtown Economist*, and radio stations that would cover a broader segment of the Chicago-area population as possibilities to be tapped for student recruiting advertisement by NIU. Mr. Malone said that the media mix, especially getting at specific markets, is what the university is trying to do through some cable buys and print. A small budget increase would give us the opportunity to cover that base, he said, and go after very specific markets with messages tailored to those markets.

### **Presentation –President La Tourette**

I would like to make a presentation, President La Tourette said, as a follow up to the Finance, Facilities and Operations Committee meeting on November 17. What I am going to try to do is give you a presidential perspective on some of the needs and issues the university will be facing in the next five to ten years. In some cases, these needs are almost immediate and have to be met rather quickly. In other cases, these issues will become more critical a few years out. I am trying to look at several potential projects to see how we can achieve the greatest return on whatever investment we decide to make.

There are several issues emerging that the university will have to deal with. First, there is the issue of on-campus parking due to the increased number of commuting students. The second issue is OCR requirements for compliance with Title IX and the need to look at the possibility of a track facility. Also, the President said, in a few years we will have to make a decision about an increase in the Recreation Center. That facility was originally an approximately 100,000 square foot building to which we recently added about 28,000 feet. The suggestion made by the Finance, Facilities, and Operations Committee was that we look more carefully at these issues and develop appropriate analyses with the idea that we might want to look at a single solution for some of these issues and then bring that back to the Board.

First of all, the President said, we looked very carefully at our parking situation. A comparison was made with the existing four-deck facility on Normal Road. To replicate that deck facility in the parking lot next to Evans Field House would place it close to both faculty and staff offices as well as classrooms, particularly for students commuting in for classes. We would have a gain of 851 spaces on Lot 20 by replicating the existing parking structure. The facility would have only one entrance and exit on Lucinda, and 800 vehicles using a parking facility in that area would tie up traffic. That is an area very heavily used by students to move from the West Campus to the Center Campus. The cost of that facility, projected from our experience with the existing deck, would be about \$9.3 million to build and equip. Looking at operating expenses for the existing facility, an annual budget of about \$103,000 is estimated. Amortization, which includes principle and interest, plus the operating expenses would total a little over \$800,000. One of the problems in dealing with parking is that the state does not provide funds for parking or parking decks. In some cases, it does not provide any funds for roadways. What we would have to do then is put the full burden of the construction and operation of a parking deck on the existing parking enterprise, which is really an enterprise operated with a bottom line revenue expenditure based on between 12,000 and 13,000 permits on an annual basis. Using the midpoint, 12,500, President La Tourette said, would mean a \$64 a year increase

in parking fees if a deck like this were built and funded through increased parking fees. The current rate of \$70 a year for faculty would rise to \$134. For students, the current rate of \$55 would go to \$119.

As we have looked at this possibility, President La Tourette said, we have also thought about the 3,000 parking places that would be constructed with a convocation center. A convocation center could be built with 3,000 adjacent parking spaces, with shelters and a shuttle service available for a \$10 to \$13 increase in parking fees per year. Increasingly I am hearing from the student body, through Mr. Sosnowski, through the president of the Student Association, through SWAN (Students Who Are Nontraditional), and through other students commuting to campus, that there is not enough parking available, particularly early in the morning from eight to twelve. Most of the students commuting in as undergraduates are commuting in the morning. And, as historically has been the case, most of the graduate students who commute come in late afternoon and evening.

The second issue President La Tourette brought to the Board's attention was the fact that the university is very likely to establish women's track in order to be in compliance with Title IX. Reconstruction of the existing outdoor track has been investigated. That can be done for \$300,000 or \$400,000. A grant can be used to secure some of the materials. That cost probably could be handled within the university's existing float of funds for repair and maintenance within the bond revenue area without any impact on student fees. However, in adopting women's track, we should adopt not only outdoor but indoor track and combine that with the cross country program to have the maximum impact on the increase in women participating in intercollegiate athletics. That brings us to consideration of an indoor track facility, the President said, which would be available for other sporting events and other training activities for other intercollegiate programs as well as for intramural programs. The new building would be a steel-frame roof and wall structure similar to but a little bit more upscale than the addition to the Recreation Center. It would have to be about 50,000 gross square feet to contain a competitive track and other facilities, such as lighting, lockers, heating and special equipment. In looking at the recent addition to the Recreation Center, we know that the cost for a 50,000 square foot facility would run about \$5.8 million. Then the indoor track would have to be added in. So, the President said, what we are really talking about here is an approximately \$6.8 million facility that would cost a little over \$800,000 a year to operate, using 6 percent or less for interest rates in making these estimates. The impact \$800,000 would have on student fees for 18,000 FTE students, President La Tourette said, would be approximately \$45. This would allow us to build an indoor track that would comply with Title IX, allow us to have a competitive indoor/outdoor program as well as cross country, and provide training facilities for intercollegiate athletics and intramural sports.

The third issue under discussion was an addition to the Recreation Center. Based on our experience with the most recent addition, another 28,650 square feet would be added, which is the size of the section added a few years ago. Again, President La Tourette said, it would look very much like the facility we have there and would be similar to the facility we would build for an indoor track. One of the problems is that it would take up most of the rest of the parking available and create an access problem to the Recreation Center. Calculations



would be very similar in cost for 28,000 square feet at \$116 per square foot, or a total of \$3.3 million. The annual cost of principle and interest plus O&M would be about \$412,000. Again, dividing by 18,000 FTE students would mean an approximate \$23 increase in student fees.

To summarize, the President said, if we looked at each one of these issues and adopted a reasonable approach to each, building separate facilities to address the parking issue, the track issue and the Recreation Center issue, the impact on students would be a \$64 increase in parking fees, \$45 for the track facility, and \$23 for the Recreation Center, or a total of \$132. For the parking deck, all faculty and staff who register vehicles would also be included in that \$64 increase in parking fees.

Now, I want to look at the alternative, President La Tourette said. Again, this is all very tentative. We are getting a much better handle on each of these projects separately and still have to do quite a bit of analysis, but one of the really important benefits that would come from a convocation center is that there would be a lot of other value beyond just addressing these problems. First of all, 3,000 parking places would be added. The center would be located on the West Campus, west of either the soccer field or west of the new mall that is cutting through that section. It would be eight or nine minutes walk from the parking location to DuSable or to Graham Hall, where a number of the students would go. So, it would not be out of the parameters that schools are using now in terms of developing remote parking where people are expected to walk no more than 10 minutes to have access to either the office or class. By having a shuttle service, moving people from the parking lot to their offices or to the classrooms would be much quicker. An indoor track could be included in the convocation center project, which would already have the support facilities needed for a 50,000 square foot separate track facility. In addition, the intercollegiate sports area could be relocated from Evans Field House, thereby opening up the Field House for recreation and providing at least as much space as would be generated from building a second addition to the Recreation Center. The President noted that significant savings could be realized if the university pursued a single project because fewer bond issuance fees would be incurred and overall interest rates would be better for a larger scale project.

To summarize where we are now, President La Tourette said, a convocation center would provide an anchor to the West Campus renovation and redevelopment. Activities that could benefit from a convocation center might include job fairs and eventually convocations, commencement activities, sporting events, entertainment for students and the community, trade shows, conferences and conventions. So, as we look at it, the President said, it becomes increasingly more attractive to try to address these issues through one solution – an outstanding convocation center.

President La Tourette said he would like to continue this analysis, hone the figures further and come back to the Board with a final comparison between remedying these issues separately and addressing them all in one project. Replying to a question from Trustee Siegel, President La Tourette said that his analysis would include information about the size of the convocation center, how it will be structured, seating capacity, cost, etc. Trustee Grans added that we

should also look at the income from all of those situations and see what kind of impact they have on the cash flow process.

#### **CHAIR'S REPORT NO. 12**

##### **Agenda Item 9.a. - Amendment to Bylaws of the Board of Trustees of Northern Illinois University**

Chair Boey said he would delay presenting the *Bylaws* amendments for action until some minor adjustments were made and would present this item again in January.

##### **Agenda Item 9.b. - Potential 1999 Meeting Dates for the Board of Trustees**

Trustee Siegel suggested that since April 15 tends to be a difficult date for some people, the meeting date be changed to the following week on April 20 or April 22. Chair Boey said the schedule would be looked at and brought back in January.

#### **NEXT MEETING DATE**

Chair Boey said the next meeting date would be Thursday, January 14, 1999.

There being no other matters, Chair Boey asked for a motion to adjourn. Trustee Siegel so moved, seconded by Trustee Grans. The motion was approved. The meeting was adjourned at approximately 4:00 p.m.

Respectfully submitted,

Sharon M. Mimms  
Recording Secretary

**FISCAL YEAR 2000 APPROPRIATED CAPITAL BUDGET REVISED**

**Summary:** The Appropriated Capital Budget Request is prepared in the fall prior to the budget year in order to meet the Illinois Board of Higher Education (IBHE) and state capital project review and approval submission dates and other requirements. The capital budget consists of two principal categories of projects that profile the university's needs for capital improvements, construction and renovations in priority order. A new form has been established by the IBHE for reporting capital requests. Table C101 lists major capital projects first and capital renewal projects second. The former Table 7.0 and Table 7.0R corresponded to the new Table C101. The university has reevaluated the priorities in the Capital Request for Fiscal Year 2000 previously submitted to and approved by Board. The changes include the addition of a matching fund request for the construction of a Hoffman Estates Education Center as a high priority for off-campus needs. Another difference includes the revision of the Stevens Building Renovation Program, which requires initial planning funds.

These revised requests were reviewed by the Finance, Facilities and Operations Committee at its November 17 meeting and recommended to the Board of Trustees for approval.

**Recommendation:** The university recommends Board of Trustees approval of the Revised Fiscal Year 2000 Capital Budget Request. The university will submit the capital budget request to the IBHE for consideration and inclusion in the statewide Fiscal Year 2000 recommendation.

Table C101

**SUMMARY OF BUDGET YEAR CAPITAL IMPROVEMENT REQUESTS LISTED IN PRIORITY ORDER  
NORTHERN ILLINOIS UNIVERSITY  
Fiscal Year 2000 Request  
(in thousands of dollars)**

University Priority	Project Description/Budget Category	Total Estimated Project Cost	STATE FUNDS			Nonstate Funds
			Budget Year Request	Prior Year	Future Year	
	<b>Regular Capital Projects</b>					
1	Founders Library Basement Build-Out (Remodeling & Rehab.) - On Campus Project (Planning & Repair & Rehab.) Founders Library Basement Build-Out	\$ 5,353.18	\$ 4,376.68	\$ 976.50	-	-
1	Hoffman Estates Education Center (Building) - Off-Campus Project*	20,001.74	10,000.00	-	-	\$ 10,001.74
2	Campus Chilled Water Production & Distribution (Utility Improvement)	8,021.24	7,421.24	-	600.00	-
3	Campus Infrastructure Improvements & Campus Roadway Repair/Electrical Distribution (Utility Improvement)	6,866.92	6,866.92	-	13,734.76	-
4	Stevens Building Renovation (Planning) <i>(Remodeling &amp; Rehab.) Stevens Building Renovation (Equipment) Stevens Building Renovation</i>	14,602.35	867.59	-	13,734.76 13,184.76 550.00	-
5	Montgomery Hall HVAC System Rehabilitation (Utility Improvement)	2,484.93	2,484.93	-	-	-
6	Elevator Rehabilitation & Renovation (Remodeling & Rehabilitation)	1,400.57	1,400.57	-	-	-
7	College of Health and Human Sciences - Gilbert Hall Renovation (Planning) <i>(Remodeling &amp; Rehab.) Gilbert Hall Renovation (Equipment.) Gilbert Hall Renovation</i>	11,375.74	524.71	-	10,851.04 10,451.04 400.00	-
8	College of business - Wirtz Hall Renovation - Phase II (Planning) <i>(Remodeling &amp; Rehab.) Wirtz Hall Renovation (Equipment) Wirtz Hall Renovation</i>	5,661.19	281.51	-	4,379.68 3,454.68 925.00	1,000.00
9	Reavis and Watson Hall HVAC Upgrades (Utility Improvement)	2,790.96	2,790.96	-	-	-
	<b>Total Regular Capital Projects</b>	<b>\$ 78,558.82</b>	<b>\$ 37,015.11</b>	<b>\$ 976.50</b>	<b>\$ 29,565.48</b>	<b>\$ 11,001.74</b>
	<b>Capital Renewal Projects</b>					
1	Music Building Humidification Repair (Remodeling & Rehab.)	\$ 263.85	\$ 263.85			
2	Nursing School HVAC Air Intake Repair (Remodeling & Rehab.)	192.73	192.73			
3	DuSable Hall Classroom Renovation (Remodeling & Rehab.)	504.34	504.34			
4	Swen Parson & Davis Hall Stone Repair (Remodeling & Rehab.)	276.73	276.73			
5	Stevens Building - Replace Chiller (Remodeling & Rehab.)	281.57	281.57			
6	ADA Project - Install Visual Fire Alarms (Remodeling & Rehab.)	145.94	145.94			
	<b>Total Capital Renewal Projects</b>	<b>\$ 1,665.16</b>	<b>\$ 1,665.16</b>	<b>-</b>	<b>-</b>	<b>-</b>
	<b>GRAND TOTAL</b>	<b>\$ 80,223.98</b>	<b>\$ 38,680.27</b>	<b>\$ 976.50</b>	<b>\$ 29,565.48</b>	<b>\$ 11,001.74</b>

\*This requests State Matching funds for a Total Project Budget of \$20 million; Request for \$10 million will be reduced by any Planning funds that are appropriated prior to Fiscal Year 2000.

## **WORK ORDER SYSTEM REPLACEMENT**

**Summary:** Over the past 12 months, the university has reviewed several of its service operations. Included in this review was an assessment of the current work order system. This computer system is a critical part of the Physical Plant operation and is used to track day-to-day maintenance operations of the university and to track the materials shop inventory. The system has been in operation since 1991, and in FY97 the system accounted for \$7.9 million in internal billings.

While the system has served the university well over the last several years, it has now reached its functional capacity and design limits. The system is a custom system developed by an outside consulting firm and the product is no longer supported. The system also uses several proprietary system modules for which the university does not have access to the original source code in order to maintain the system. With the increase in construction and repair projects on campus, the system will reach its database record limit next year. Over the years, several programming bugs have been identified in the system, but with a lack of source code and documentation, the university has not been in a position to correct these errors and the system has been accommodated with work-arounds. In addition, although the system is supposed to be year 2000 compliant, any year 2000 problem that may arise could not be corrected.

An RFP was sent to several vendors and a presentation was made to the Finance, Facilities and Operations Committee at its November 17 meeting regarding a detail project budget and financing plan. The Committee recommended approval of this item by the Board of Trustees.

**Recommendation:** The university requests Board of Trustees approval to replace the work order system with a project budget not to exceed \$600,000. The university requests authorization to purchase the system software from an appropriate vendor and, as needed, to advertise, receive proposals and execute contracts for the purchase of consulting services, training, hardware, system and database software to implement the system and to interface the system to the university's new PeopleSoft financial system as necessary.

**FISCAL YEAR 2000 TUITION RECOMMENDATIONS**

**Summary:** After careful consideration of all factors pertaining to tuition rates, including university priorities and needs, the current and anticipated rates of inflation and the Illinois Board of Higher Education Fiscal Year 2000 Budget recommendation, the university recommends the following:

1. Undergraduate Tuition Increase

Based on the success of the FY98 tuition schedule in encouraging student registration above 12 hours, a weighted average increase of 3 percent is recommended. The attached table displays the current hourly tuition rates with the corresponding increase and new hourly tuition rates. After this adjustment, it is anticipated tuition increases in the future at the credit hour levels specified will be proportional.

2. Graduate Tuition Increase: 8.6% (\$10 per credit hour)

The Fiscal Year 2000 recommendation is a continuation of the university's graduate tuition plan initiated in FY98 that adjusts graduate tuition in line with the cost of the delivery of graduate education at NIU and direct comparisons with graduate rates at other institutions. Current in-state graduate tuition is \$116 per credit hour and would be raised to \$126 per credit hour.

College of Law: 8%

Through a tuition increase 5% above the base, the university continues efforts to generate necessary support for the College of Law, including the Law library and computer support services, vital for maintaining full accreditation. The additional increase is not expected to adversely impact student access or market share. This programmatic increase will be in addition to the base increase of 3% applied to all other tuition rates.

4. Summer Tuition Rates

The university recommends the following summer tuition rates consistent with the proposed Fiscal Year 2000 rates:

- Undergraduate: \$110 per credit hour up to 12 hours; no additional charge beyond 12 hours
- Graduate: \$126 per credit hour up to 12 hours; no additional charge beyond 12 hours

This item was reviewed by the Finance, Facilities and Operations Committee at its November 17 meeting and recommended to the Board of Trustees for approval.

**Recommendation:** The university requests Board of Trustees approval of the Fiscal Year 2000 tuition increases as presented.

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**FISCAL YEAR 2000 TUITION SCHEDULE**

<b><u>Hours Taken</u></b>	<b><u>Current Tuition Rate</u></b>	<b><u>New Tuition Rate</u></b>	<b><u>\$ Increase</u></b>	<b><u>% Increase</u></b>
1-5	\$108.00	\$113.00	\$5.00	4.6%
6-8	107.00	112.00	5.00	4.7
9-11	106.00	111.00	5.00	4.7
12	105.00	110.00	5.00	4.8
13	104.00	108.00	4.00	3.9
14	102.00	105.00	3.00	2.9
15	100.00	102.00	2.00	2.0
16+	98.00	100.00	2.00	2.0

**HIGH SPEED NETWORK ACCESS FOR ON-CAMPUS STUDENT HOUSING**

**Background:** NIU Telecommunications began working with Nortel Networks and GTE in 1996 to develop and bring to market a high-speed residential Internet access modem. A proof of product trial was conducted at NIU in the summer of 1996, and, based on NIU results, Nortel committed to build the product. NIU made significant contributions to how this product was designed, and many software features and capabilities were developed into the 1-Meg Modem at NIU's request. In April of 1998, NIU installed approximately 40 first-generation, 1-Meg Modems in NIU residential housing and all tests were successful. Based on these results, NIU Telecommunications used the 1-Meg Modem for student access in the remodeled Stevenson Towers North complex in the Fall 1998 semester. Over 110 units were rented to the residents, and the units have performed flawlessly all semester. NIU has received national recognition for its involvement with these trials, as this is the new model to be implemented throughout the United States in 1999.

**Summary:** The university wishes to purchase an additional 930 units and make these available to residents in the Stevenson South remodeling and to students in other residences on campus for the Fall 1999 semester. For NIU's part in making this a successful product, Nortel is reducing the Customer List Price for this upgrade by approximately 40%. Nortel is the only manufacturer of this product which is fully integrated and made part of the SL100 telecommunications switch that NIU owns and operates. This integration greatly reduces installation and maintenance costs over existing Ethernet connections and other products on the market. GTE is the maintenance vendor and the designated/authorized distributor of the Nortel SL100 for NIU. For this reason, this item was posted as a sole source procurement in the *Illinois Public Higher Education Procurement Bulletin*.

This item was reviewed by the Finance, Facilities and Operations Committee at its November 17 meeting and recommended to the Board of Trustees for approval.

**Recommendation:** The university requests Board of Trustees approval to issue a purchase order as follows:

*GTE - Sycamore, IL ..... Not to Exceed \$690,000*

Funding is to be provided by Local Funds - Sales and Services - Telephone Services.



## **REQUESTS FOR DEGREE AUTHORITY AT OFF-CAMPUS SITES**

The university seeks approval from the Board of Trustees before forwarding requests for off-campus degree authority for academic programs to the IBHE. At present, the IBHE uses the boundaries of community college districts to define the area for degree authority. The IBHE is in the process of revising its off-campus policies, and in the future the boundaries for off-campus approval will be those of the regional consortia created for off-campus planning and telecommunications delivery purposes.

### **B.S. in Technology—Industrial Technology (Elgin Community College District)**

Description: The Department of Technology in the College of Engineering and Engineering Technology proposes to offer its B.S. program in Technology with an emphasis in industrial technology at Elgin Community College. This program is designed to articulate with the Associate in Applied Science degree earned by students at community colleges. The courses will be offered in the evening to accommodate students who hold full-time jobs.

Rationale: The Department of Technology has experience in articulating its Bachelor of Science program in Technology with an emphasis in industrial technology with Associate in Applied Science degrees. The department earlier received Board and IBHE approval to offer this program at the Rockford Education Center. The program serves students who work full time. In order to accommodate students with the A.A.S. degree, who normally have difficulty moving into baccalaureate degree completion programs, the proposed program gives credit for the technology expertise students have gained in their A.A.S. programs and adds the more theoretical work associated with the baccalaureate degree. Students may need to complete general education coursework at the 100-200 level.

After the Department of Technology initiated a similar program at the NIU Rockford Education Center, a number of community colleges inquired about the possibility of making the program available on their campus. Representatives of Elgin, McHenry, DuPage and Waubensee community colleges have all expressed an interest in having the department offer the program at locations in their districts. Faculty resources would not make it possible to offer the program at each site, so the department has decided to offer the program at Elgin Community College as a relatively centrally-located site in hopes of serving students from many of these areas.

Costs: The courses will be taught by regular Northern Illinois University faculty on an overload basis and by field-based practitioners recognized by the Department of Technology. The costs of the program will be covered by tuition and delivery fees.

## **M.S.Ed. in Instructional Technology (Elgin Community College District)**

Description: The Instructional Technology program offered by the Department of Leadership and Educational Policy Studies in the College of Education seeks approval to deliver its M.S.Ed. program in Instructional Technology at the Hoffman Estates Education Center in the Elgin Community College district. This is a 39-semester-hour program that prepares trainers and educators to utilize instructional technology effectively in their professional roles.

Rationale: New instructional technologies have changed the nature of teaching in K-12 schools and training in industrial settings. There is significant demand on the part of K-12 teachers to have the opportunity to become well qualified in instructional technology. There is also an increasing demand for instructional designers and technologists who can support training and human resource development in all types of business. Individual courses in instructional technology have been offered at the Hoffman Estates Education Center over the last several semesters and have been very popular. Program graduates who complete the degree will be qualified to serve as lead teachers or technology coordinators in school settings or to work in instructional design and training roles in non-school settings.

Costs: The costs of the program will be covered by tuition and delivery fees.

## **M.A. in Communicative Disorders (DuPage, Blackhawk, Elgin, Lake, Moraine Valley and Rock Valley Community College Districts)**

Description: The Department of Communicative Disorders in the College of Health and Human Sciences offers an M.A. in Communicative Disorders with three specializations: speech-language pathology, audiology and deafness rehabilitation counseling. The department proposes to offer the program with the deafness rehabilitation counseling specialization at multiple off-campus sites in response to a change in federal policy for practice in the rehabilitation counseling field. The 36-semester-hour program prepares graduates for rehabilitation counselor certification.

Rationale: New federal regulations require that rehabilitation counselors have master's degrees. Each state has the option of implementing this on its own schedule, and Illinois is still working on final implementation plans. However, in the foreseeable future, all rehabilitation counselors will need to have a master's degree, and the Communicative Disorders program proposes to make its deafness rehabilitation counseling specialization available to practitioners in the university's extended service region to prepare them to comply with this new rule. At the same time, the Department of Education has announced a grant program to assist state vocational rehabilitation agencies in responding to this rule change. The Department of Communicative Disorders is in the process of applying for a long-term training grant to support the delivery of the M.A. program throughout the university's service region in order to accommodate the substantial number of professionals who will need the master's degree in order to be in compliance with the new rule.

If the department is successful in getting the grant, it would offer the program at the Hoffman Estates Education Center (Elgin Community College district), Lake County (College of Lake County community college district), DuPage County (both the College of DuPage and Moraine Valley Community College districts), Rockford (Rock Valley College district) and the Quad-Cities Graduate Study Center (Blackhawk Community College district). These locations will not only serve the practicing professionals in the university's service region but will allow the program to serve professionals near the Illinois borders of Iowa, Wisconsin and northern Indiana, a fact which may make the grant proposal attractive to the Department of Education. If the department does not receive the federal grant, the department still would offer the program at as many locations as possible, but delivery would probably be limited to the Hoffman Estates and Rockford Centers and a location in DuPage County. The program will be delivered by regular departmental faculty and practicing professionals teaching as adjuncts for the department. Given the possibility of grant funding for extensive delivery of the program, the university thought it best to seek Board approval for all possible sites at this stage.

**Costs:** Costs for the program may be covered in part by a federal grant and also by tuition and delivery fees.

This item was reviewed by the Academic Affairs, Student Affairs and Personnel Committee at its meeting on November 19 and recommended to the Board of Trustees for approval.

**Recommendation:** The university recommends that the Board of Trustees approve the requests for off-campus degree authority for the B.S. in Technology in the Elgin Community College District, the M.S.Ed. in Instructional Technology in the Elgin Community College District and the M.A. in Communicative Disorders in the DuPage, Blackhawk, Elgin, Lake, Moraine Valley and Rock Valley Community College Districts.

# **Chair's Report**

## **No. 12**

*December 10, 1998*

**AMENDMENT TO *BYLAWS* OF THE  
BOARD OF TRUSTEES OF NORTHERN ILLINOIS UNIVERSITY**

Article X of the Board of Trustees *Bylaws* states in relevant part:

“Articles of the *Bylaws* of the Board of Trustees may be amended at any regular meeting of the Board by majority vote of the total voting membership of the Board, provided that notice of the intention to amend the *Bylaws* shall have been presented in writing at the regular meeting immediately preceding. Such notice shall provide so far as possible the exact wording of the amendment proposed.”

The Governor’s July 24, 1998 action of approving Public Act 90-0630 authorized voting authority for student Members of Boards of Trustees of public higher education institutions in Illinois until June 30, 2001. It is appropriate to review and amend the Board’s *Bylaws* to conform with the new legislation while stabilizing the influence of the changes within the overall text of the *Bylaws*. Other proposed changes (1) implement a change in legislation as to where Board meetings may be held, (2) clarify absentee voting procedure to reflect practice; and (3) reflect accepted custom and practice regarding Board committee meetings and the function of the Board Chair when attending committee meetings.

The attached pages reflect proposed changes which were discussed at the September 17 Board of Trustees meeting and now are being presented for final Board approval.

**BYLAWS OF THE BOARD OF TRUSTEES  
OF NORTHERN ILLINOIS UNIVERSITY**

**ARTICLE I. INTRODUCTION**

**SECTION 1. General Statement**

In accordance with the Northern Illinois University Law (110 ILCS 685/30-1 *et seq.*) and related legislation, the State of Illinois charges the Board of Trustees of Northern Illinois University with responsibility to operate, manage, control and maintain Northern Illinois University (hereafter also referred to as the "University") and assigns to it broad authority for discharging this responsibility. The Board of Trustees and Northern Illinois University shall operate in accordance with the laws of the State of Illinois and the United States, these *Bylaws* and the duly approved policies established by the Board of Trustees. If inconsistencies arise, the most current applicable laws shall control the actions of the Board of Trustees and the university.

**SECTION 2. General Concepts of the Bylaws**

In order to discharge its statutory responsibilities to the People of Illinois, the Board of Trustees herewith establishes *Bylaws* intended to encourage efficiencies and facilitate its business. As a result of its statutory charge, the Board is the final institutional authority and, therefore, Board *Bylaws*, legislation, policies and *Regulations* have precedence over the Constitution, legislation and policies of the University. However, the Board's focus is one of oversight and policy determination. The Board delegates the conduct of administration and management to the President. It entrusts the conduct of teaching and research through the President to the University faculty. It encourages significant student participation in decision-making processes within the limits of attainable effectiveness.

**ARTICLE II. BOARD OPERATING PROCEDURES**

**SECTION 1. General**

The Board of Trustees shall conduct its business and execute its responsibilities in conformity with the Northern Illinois University Law (110 ILCS 685/30-1 *et seq.*), as it may be amended from time to time.

**SECTION 2. Quorum**

Unless otherwise provided by applicable law, the presence of a majority of voting Members of the Board shall constitute a quorum to formally transact business at meetings of the Board of Trustees or any of its committees. The voting eligibility status of the student Member shall depend on applicable law; where required, the student Member shall be counted for the purpose of determining a quorum at any meeting of the Board or any of its committees to which the student Member is assigned.

As a Member with special voting authority, the Board Chair shall be counted in measuring the presence of a quorum for committee meetings where the

appointed committee members present are otherwise too few to constitute a quorum.

In the absence of a quorum, a smaller number of Board Members may meet and informally discuss business, however, any proposed actions cannot become final until formally approved or ratified by a majority of the Board present at a meeting in which a quorum exists.

### **SECTION 3. Rules of Order**

Insofar as it is consistent with these *Bylaws* and applicable statutes, the current edition of *Robert's Rules of Order* shall govern the consideration of all business and debate in meetings of the Board or its committees. A member of the staff of the University shall serve as the parliamentarian at all meetings of the Board.

### **SECTION 4. Order of Business**

At all regular session meetings, and at special meetings where appropriate, the Board shall observe the following order of business unless it is suspended or modified by a majority vote of those voting Members present:

1. Call to order and roll call
2. Verification of Appropriate Notice of Public Meeting
3. Meeting agenda approval
4. Review and approval of minutes of the previous meeting
5. Reports of Board Committees and Board Liaisons
6. Reports and recommendations of the President of the University
7. Reports and recommendations of the Chair of the Board
8. Other matters

### **SECTION 5. Appearances Before the Board**

On proper motion and by majority vote, the Board may at any time recognize members of the University community for purposes of making presentations. To facilitate such appearances, individuals wishing to appear before the Board are requested to make a written request to the President ten days prior to the Board meeting. Any such request should include the name, address, and position of the individual wishing to speak, the name of the organization or group represented, and a reasonable summary of the presentation. Such requests will not guarantee permission to speak. If approved by the Board, the scheduling of such presentations in relation to the meeting agenda shall be at the discretion of the Board Chair. While not required, written copies of the presentation are welcomed by the Board.

### **SECTION 6. Minutes and Proceedings**

The Secretary of the Board or designee shall be responsible for the recording and preparation of the Minutes of Board meetings. Such Minutes shall provide a reasonably detailed record of the meeting but shall not be verbatim. Once approved, the Minutes shall become the official corporate record of Board meetings and shall be compiled in annual *Proceedings* covering all of the meetings of a single fiscal year. These *Proceedings* shall be distributed by the President's Office and shall be available to the public for examination upon request.

The President is authorized to make appropriate releases of information regarding Board actions or proposed actions prior to the approval of Board Minutes.

### **ARTICLE III. MEETINGS**

#### **SECTION 1. Regular Session Meetings**

- A.** The Board shall convene in regular session at least once each quarter on the campus of Northern Illinois University at DeKalb, Illinois, or on any other University-owned property located in Illinois. Additional regular session meetings may be scheduled by the Board.
- B.** Written notice of all regular meetings and of the proposed agenda shall be given by the President to each Member of the Board, preferably at least ten days in advance of the meeting.
- C.** The President's report and other meeting materials shall be distributed on a timely basis to Board Members, campus officers, and other interested parties at the President's discretion.

#### **SECTION 2. Special Meetings**

Special meetings of the Board may be called by the Board Chair, or by the Vice-Chair if there is a vacancy in the office of Board Chair, or by any three voting Members of the Board.

#### **SECTION 3. Closed Meetings**

The Board may hold meetings closed to the public to discuss matters which are excepted from public discussion under the provisions of the Illinois Open Meetings Act, (5 ILCS 120/1.01 *et seq.*). Closed meetings will be held upon a majority vote of a quorum present, taken at a meeting open to the public for which notice has been given.

Minutes of closed meetings will be kept by the Secretary of the Board or designee and will be available for inspection only after the Board determines, by periodic assessment, that confidentiality of such minutes is no longer required.

### **ARTICLE IV. OPEN MEETINGS POLICY**

The Board of Trustees encourages appropriate openness in the conduct of University business and governance. Consistent with this principle, the Board and its committees will perform their duties in open session subject only to the limited exceptions authorized by state law. All reasonable efforts will be made to accommodate and provide balanced responses to requests from communication media and citizens who are interested in the actions of the Board.



## **ARTICLE V. OFFICERS AND OTHER LEADERSHIP POSITIONS OF THE BOARD OF TRUSTEES**

### **SECTION 1. Elected Officers and Terms of Office**

The elected officers of the Board shall consist of a Board Chair, Board Vice-Chair and Board Secretary. The Board Chair, Vice-Chair and Secretary shall be elected annually (except the first group of officers shall be elected to a term expiring on June 30, 1996); however, they shall retain their office until a successor is elected. The position of Board Chair may be held by the same Board Member for no more than two consecutive terms and the same limitation shall apply to the Vice-Chair position.

In case of a vacancy in an elective office, for any reason, the Board shall hold an election to fill the office for the unexpired term.

### **SECTION 2. Appointed Officers, Fiduciary Roles and Terms of Office**

The appointed officers of the Board shall consist of Treasurer, Assistant Secretary/Assistant Treasurer, Second Assistant Secretary, and Parliamentarian. The appointed officers shall be University staff members appointed by the Board on the recommendation of the President to serve as *ex-officio* corporate officers and not as Members of the Board. These officers shall have a fiduciary duty to faithfully discharge their responsibilities to the Board of Trustees. Where the Board determines it is necessary or appropriate, the appointed officers may be directed to serve the Board of Trustees in special roles and may have occasional responsibilities or duties that relate exclusively to the Board of Trustees and be separate from their roles and reporting relationships as employees of the University.

Once appointed, these officers shall hold office until removal, resignation or termination of employment with the University.

### **SECTION 3. Removal from Office**

Any elected or appointed officer may be removed from office by vote of six of the voting Members of the Board. A motion to remove an officer can only be made at a regular or special meeting of the Board, and must be preceded by the conveyance of notice to each Board Member and to the officer ten days prior to the meeting. Such notice shall clearly set forth the proposed action.

### **SECTION 4. Other Board Leadership Positions**

In addition to the above officers, other Board leadership positions shall be the elected delegate to the State Universities Civil Service System Board, appointed chairs of the Board standing committees, and appointed liaisons to the Northern Illinois University Foundation and the Illinois Board of Higher Education. These positions shall be filled with voting Members of the Board.

### **SECTION 5. Election of Officers**

Elections of Board officers shall take place by secret ballot at the meeting preceding July 1 (except the first election shall take place upon the adoption of these *Bylaws*). Officers will assume their duties on July 1. All voting Members

shall be entitled to vote, including Members whose terms have expired if the Governor and Senate have not acted to fill the vacancy. Elections shall not be postponed because of such expired terms or pending gubernatorial or Senate action on appointments.

Procedures for the election of officers shall be as follows:

- nominations for a given officer position can be made in any number by any Member of the Board (including nonvoting Members) and shall be closed only by a motion to close the nominations;
- only the voting Members of the Board shall be entitled to cast votes in officer elections.
- if a majority of votes cast is not achieved by one nominee in the first balloting, the nominee with the fewest number of votes shall be dropped on the succeeding ballot. This process shall continue through three successive ballots. If at the conclusion no nominee shall have achieved a majority, the Board Chair shall declare the election at a stalemate and reopen nominations;
- an absolute majority of the voting Members of the Board shall be required to be elected, even if fewer than all eligible Board Members choose to vote;
- Board Members shall be entitled to vote by written absentee ballot. However, absentee ballots shall be counted only for Members who have been nominated. Absentee ballots must be filed with the Board Parliamentarian in writing prior to the meeting at which the elections are to occur.

## **SECTION 6. Duties of Officers**

### **A. Board Chair**

The Board Chair shall:

1. Preside at all Board meetings, with full power to discuss all matters before the Board and to vote when necessary to break a tie;
2. Serve as member and presiding officer of the Board Executive Committee and as *ex officio* member of all Board standing committees;
- 3.. Appoint the chairs of the Board standing committees and make committee assignments from among the Board membership;
4. Sign, with the Secretary or an Assistant Secretary of the Board as attesting official, any contracts and other legal documents approved by the Board, provided others delegated by the Board may sign such documents in accordance with their respective delegations.
5. Coordinate Board business with the President and foster communications among Board Members;

6. Assist new Board Members in becoming familiar with the operations of the Board and the University and identify and develop potential Board leadership;
7. Engage in external activities in behalf of the Board and the University, and represent the Board and the University in a ceremonial capacity at public functions.

**B. Board Vice-Chair**

The Board Vice-Chair shall:

1. Serve as presiding officer of the Board in the absence of the Board Chair with full power to vote on and discuss all matters before the Board;
2. Serve as a member of the Board Executive Committee;
3. Assist the Board Chair in facilitating communications among Board Members and in identifying and developing Board leadership;
4. Assist the Board Chair in external relations and in representing the Board and the University in a ceremonial capacity at public functions.

**C. Secretary**

The Secretary shall:

1. Serve as a member of the Board Executive Committee;
2. Sign as attesting official, with the Board Chair, any contracts and other legal documents approved by the Board, provided others delegated by the Board may sign such documents in accordance with their respective delegations.
3. Determine that the minutes and records of the proceedings of the Board are kept, published and distributed as required by law;
4. Maintain a record of the names of all Members of the Board, the dates of their appointments, and the dates of the expiration of their terms of office. The Secretary shall also maintain a record of Board officers and terms of elective office.

**D. Treasurer**

The Treasurer shall:

1. Be the chief custodian of all funds held in the name of the Board of Trustees and Northern Illinois University and be responsible for overseeing the issuance and sales of revenue bonds and other financial instruments on behalf of the Board;

2. Be responsible for complying with various financial requirements of bond resolutions, oversight of investment and banking relationships, and coordination and development of information for bondholders. Make a financial report to the Board reflecting securities held and all receipts and disbursements on an annual basis, or as required;
3. Provide for the orderly reimbursement or payment, consistent with state law, for Board Member travel and expenses, and establish necessary procedures incident thereto;
4. Exercise direct or facsimile signature authority, as authorized and appropriate on necessary certificates or contracts and other documents approved by the Board on behalf of the Board Chair or the Secretary.

**E. Assistant Secretary-Assistant Treasurer**

When the Board Chair, Secretary or Treasurer are not practically available to perform one of their ministerial duties, the Assistant Secretary-Assistant Treasurer may provide an authorized signature on necessary certificates or contracts and other documents approved by the Board on behalf of the Board Chair, the Secretary, or the Treasurer, and shall provide such other assistance to the Secretary or Treasurer as either may request and shall carry out such other functions as the Board may assign.

**F. Assistant Secretary**

The Assistant Secretary shall provide such assistance to the Secretary or Assistant Secretary as may be requested and shall carry out such other functions as the Board may assign.

**G. Parliamentarian**

The Parliamentarian shall be a member of the University staff who advises the Board Chair and the University President on matters of parliamentary procedure.

**SECTION 7. Duties of Appointed Leadership Positions**

**A. Standing Committee Chairs**

Standing Committee Chairs shall:

1. Preside over committee meetings;
2. Prepare reports of committee meetings to be presented to the Board, such reports to include notation of the committee members present, description of the agenda covered, and a summary of decisions and recommendations of the committee;
3. Keep informed of the major issues, actions and needs of the University in the areas of responsibility covered by the committee;

4. Work with the President and staff in formulating agendas and preparing for meetings;
5. Maintain communications with other members of the committee and work to keep them informed of issues and needs.

## **ARTICLE VI. BOARD COMMITTEES**

### **SECTION 1. Executive Committee**

#### **A. Purpose**

The Executive Committee shall have as its purpose to act in behalf of the Board and to discuss and offer counsel on University operations as needed.

#### **B. Membership**

The Executive Committee shall be comprised of the Board Chair, the Board Vice Chair, the Board Secretary and a Member of the Board elected by the Board. The President shall be a nonvoting member of the Committee. The Board Chair shall preside during meetings of the Executive Committee.

#### **C. Meetings**

The Executive Committee shall meet upon the request of the Board Chair, the President, or any two of the members of the Committee.

#### **D. Powers and Duties**

The Executive Committee may discuss and act upon all matters pertaining to the Board of Trustees and Northern Illinois University between meetings of the Board except policy changes. The Executive Committee will only take action on routine matters that require Board action between regular Board meetings or on other matters when specifically requested to do so by the full Board.

The Committee shall have the power to make final determinations as to matters of the Board of Trustees, provided its acts shall not conflict with action taken by the Board of Trustees. Actions of the Committee normally shall be reported to the full Board at the next meeting of the Board and entered in the minutes of that meeting.

### **SECTION 2. Academic Affairs, Student Affairs and Personnel Committee**

#### **A. Purpose**

The Academic Affairs, Student Affairs and Personnel Committee shall have as its purpose to review Board level policy concerns and transactions related to academic programs, student affairs and personnel administration and to provide the full Board its advice and counsel relative to such matters.

## **B. Membership**

The Academic Affairs, Student Affairs and Personnel Committee shall be comprised of four voting Members of the Board selected by the Board Chair and the student Member. The Board Chair, the President and the Provost shall serve as *ex officio* members, the first being able to make and second motions and vote to break a tie, and the second and third without vote. The Board Chair shall designate one member of the Committee to serve as its Chair and may designate another member to serve as Vice-Chair. The Provost shall provide the Committee such additional staff assistance as needed.

## **C. Meetings**

The Academic Affairs, Student Affairs and Personnel Committee shall meet at the request of the President, the Provost, or the Chair of the Committee. Committee meetings will be scheduled so as to facilitate timely review of matters under consideration by the Board.

### **SECTION 3. Legislation, Audit and External Affairs Committee**

#### **A. Purpose**

The Legislation, Audit and External Affairs Committee shall have as its purpose to monitor pending state and federal legislation as well as administrative agency activity that impacts University interests. The Committee will assist the University in articulating its concerns to elected representatives and will periodically review the internal control, accounting and reporting practices of the University to ensure that those practices provide for proper accountability. It shall also serve to receive and bring to the Board's attention, as necessary, information on any problems or irregularities in that regard.

#### **B. Membership**

The Legislation, Audit and External Affairs Committee shall be comprised of three voting Members of the Board selected by the Board Chair. The Board Chair and the President shall serve as *ex officio* members, the first being able to make and second motions and vote to break a tie, and the second without vote. The Board Chair shall designate one member of the Committee to serve as its Chair and may designate another member to serve as Vice Chair. The President shall designate a staff liaison to the committee and shall provide the Committee such additional staff assistance as needed.

#### **C. Meetings**

The Legislation, Audit and External Affairs Committee shall meet at the request of the President, the Chair of the Committee, or the staff liaison. The Committee shall meet at least semiannually in order to receive a report of activities of the campus internal auditor and staff and to confer regarding legislative and external affairs.

## **SECTION 4. Finance, Facilities and Operations Committee**

### **A. Purpose**

The Finance, Facilities and Operations Committee shall have as its purpose to review Board level policy concerns and transactions related to financial affairs, physical facilities and operations, and to provide the full Board its advice and counsel relative to such matters.

### **B. Membership**

The Finance, Facilities and Operations Committee shall be comprised of four voting Members of the Board selected by the Board Chair. The Board Chair and the President shall serve as *ex officio* members, the first being able to make and second motions and vote to break a tie, and the second without vote. The Board Chair shall designate one member of the Committee to serve as its Chair and may designate another member to serve as Vice Chair. The President shall designate a staff liaison to the Committee and shall provide such additional staff assistance as needed.

### **C. Meetings**

The Finance, Facilities and Operations Committee shall meet at the request of the President, the staff liaison, or the Chair of the Committee. Committee meetings will be scheduled so as to facilitate timely review of matters under consideration by the Board.

## **SECTION 5. Ad Hoc Committees**

Special purpose or ad hoc committees may be established by the Board either at the discretion of the Board Chair or on motion properly put and approved by the Board. Such committees shall remain in existence only so long as warranted by their assigned purpose or charge. Their operations shall be consistent with state laws on open meetings and applicable Board *Bylaws*, policies and *Regulations*.

## **ARTICLE VII. PRESIDENT OF THE UNIVERSITY**

The President is the chief executive officer of the University. The President shall be appointed by the Board and shall be directly responsible to the Board. The Board prescribes the duties of the President, contracts with the President and, for good cause, can remove the President. The President shall have the authority and responsibility, within the framework of policies established by the Board for the organization, management, direction and general supervision of the University and shall be held accountable by the Board for the effective administration and management of the institution.

The President has the overall responsibility for the provision of staff services to Members of the Board of Trustees and shall maintain a staff adequate for the performance of the Board's governance responsibilities and the President's duties as chief executive officer. The President shall make all recommendations

for appointments to University positions under the Board of Trustees and shall implement such information systems and reporting requirements as are necessary for the Board to perform its responsibilities.

All communications related to official University business from any faculty member, officer, or other employee of the University, addressed to the Board of Trustees of the University or to any committee thereof, shall be transmitted through the President of the University.

All rules, regulations, directions, orders or instructions of the Board of Trustees or any committee or member thereof, addressed to any faculty member, officer, or other employee of the Board shall be transmitted through the President of the University.

In those areas on campus where the responsibility for the conduct and development of the University is shared, the President shall ensure the involvement of faculty, students and staff in the internal governance of the University. The President shall be responsible for keeping the Board informed of campus interests, concerns and needs, and shall then be responsible for communications with Board Members and for coordinating Board reviews and actions.

#### **ARTICLE VIII. CONFLICTS OF INTEREST**

Members of the Board of Trustees, officers of the Board, officers of the University and all employees of the Board of Trustees of Northern Illinois University must conduct their personal affairs in such a manner as to avoid any possible conflict of interest with their duties and responsibilities as members of the Northern Illinois University organization. A conflict of interest is present whenever a Trustee, officer or employee has a material personal interest in a proposed contract or transaction to which the corporation is a party. This interest can occur either directly or indirectly; the Trustee or officer may be personally involved with the transaction, or may have an employment or investment relationship with an entity with which the corporation is dealing, or it may arise from some family relationship.

Any duality on the part of any Trustee or officer shall be disclosed to the Board of Trustees, and made a matter of record through an annual procedure and also when the interest becomes a matter of Trustee or officer action. In general, a Trustee's or officer's conflict will be cleared of any consequence by, first, full disclosure and, second, approval or ratification of the subject action by a disinterested majority of Trustees. Any Trustee having a duality of interest shall not vote or use personal influence on the matter, and shall not be counted in determining the quorum for the meeting. The minutes of the meeting shall reflect that a disclosure was made, the abstention from voting and the quorum situation.

Any new Trustee or officer will be advised of this Bylaw restriction upon entering the duties of office.



## **ARTICLE IX. INDEMNIFICATION**

### **SECTION 1.**

Subject to applicable law, the availability of funds and the terms and conditions of the Board's Self Insurance Program, the Board of Trustees shall indemnify each present or former Trustee, officer, employee and agent of the Board, except independent contractors, against all expenses which may be reasonably incurred or paid in connection with any claim, or actual or threatened action, suit, proceeding or investigation (civil, criminal or other including appeals) in which he or she may be involved by reason of being or having been a Trustee, officer, employee or agent or was serving at the written request of the Board as a director or officer of any other corporation, partnership, joint venture, trust, or other cooperative, consortium or enterprise or by reason of any action or omission or alleged action or omission (including those antedating the adoption of this Bylaw) in any official or personal capacity and against any amount or amounts which may be paid (other than to the Board) in reasonable settlement of any claim, action, suit or proceeding where it is in the interest of the Board that settlement be made.

### **SECTION 2.**

In cases where an action, suit or proceeding advances to final adjudication, indemnification shall not extend to matters as to which it shall be adjudged that the Trustee, officer, employee or agent is liable for misconduct in the performance of his or her duties to the Board. Neither a judgment of conviction nor the entry of any plea in a criminal case shall of itself be deemed an adjudication that the Trustee, officer or agent was liable for misconduct in the performance of duties to the Board if he or she acted in good faith, for a purpose which he or she reasonably believed to be in the best interests of the Board and was not aware that the conduct was unlawful.

### **SECTION 3.**

The determination whether a settlement was reasonable and in the interest of the Board or whether the Trustee, officer, employee or agent acted in good faith for a purpose which he or she reasonably believed to be in the best interests of the Board and was not aware that the conduct was unlawful may be made by a majority of the disinterested Trustees acting on the proposal though less than a quorum, or by any one or more disinterested persons to whom the question may be referred by the Board of Trustees.

### **SECTION 4.**

As used in this Article of the *Bylaws*, the term "expenses" includes without limitation, attorneys' fees, costs, judgments, fines, penalties and other liabilities.

### **SECTION 5.**

The rights of indemnification provided for are severable, are not exclusive of other rights to which any Trustee, officer or agent may now or hereafter be entitled, and continues in effect notwithstanding the fact that the individual ceases to be a Trustee, officer, employee or agent at the time the action is instituted, while it is pending or after the judgment is rendered.

## **SECTION 6.**

The indemnification referred to above covers the conduct of the Trustee, officer, employee or agent which occurred both before and after the adoption of this Article of the *Bylaws* and shall inure to the benefit of his or her estate.

## **SECTION 7**

If any part of these *Bylaws* or any payment made pursuant to it is for any reason held invalid, the provisions of this Article of the *Bylaws* are not otherwise affected but remain in full force and effect.

## **ARTICLE X. ADOPTION, REVIEW AND AMENDMENT OF BYLAWS**

Bylaws may be adopted at any regular meeting by majority vote of the total voting membership of the Board. The Bylaws shall be reviewed periodically as needed.

Articles of the *Bylaws* of the Board of Trustees may be amended at any regular meeting of the Board by majority vote of the total voting membership of the Board, provided that notice of the intention to amend the *Bylaws* shall have been presented in writing at the regular meeting immediately preceding. Such notice shall provide so far as possible the exact wording of the amendment proposed.

*Approved by the Board of Trustees  
of Northern Illinois University: January 3, 1996*

**Agenda Item 9.b.**  
**December 10, 1998**

**POTENTIAL 1999 MEETING DATES FOR THE  
BOARD OF TRUSTEES**

Following the pattern of meeting dates for previous years and input from Board members, the following choices are offered for consideration by the Board.

January 14	(2nd Thursday)
April 15	(3rd Thursday)
June 17	(3rd Thursday)
September 16	(3rd Thursday)
December 9	(2nd Thursday)

Five meetings over the year, with at least one in each quarter, would meet both legal and university requirements.

**Teleconference Meeting**  
**of the**  
**NIU Board of Trustees**  
**EXECUTIVE COMMITTEE**

*December 18, 1998*

No item in this report for release before 9:30 a.m. Friday, December 18, 1998.

**A G E N D A**

**NIU Board of Trustees  
EXECUTIVE COMMITTEE  
Special Teleconference meeting  
Friday – December 18, 1998  
Conference Room 304 – Lowden Hall**

1. Call to Order and Roll Call
2. Verification of Appropriate Notice of Public Meeting
3. Meeting Agenda Approval.....*Action* ..106
4. Review and Approval of Minutes of November 10, 1998 .....*Action* ..107
5. Ratification of Amendment to Agreement.....*Action*
6. Other Matters
7. Adjournment

**Minutes of the  
NIU Board of Trustees  
EXECUTIVE COMMITTEE  
Special Teleconference Meeting  
December 18, 1998**

**CALL TO ORDER AND ROLL CALL**

Chair Robert Boey called the teleconference meeting to order at 9:35 a.m. Recording Secretary Sharon Mimms conducted a roll call of Trustees. Present for the meeting were Vice Chair James Myles, Secretary Susan Grans, Trustee George Moser and Chair Boey. Also present was Parliamentarian Kenneth Davidson. With a quorum present, the meeting proceeded.

**VERIFICATION OF APPROPRIATE NOTICE OF PUBLIC MEETING**

Chair Boey asked Parliamentarian Davidson for verification of appropriate notice of public meeting. Mr. Davidson confirmed that all proper notices had been prepared and posted.

**MEETING AGENDA APPROVAL**

A motion was made by Trustee George Moser, and seconded by Vice Chair James Myles to approve the agenda. The motion was approved.

**REVIEW AND APPROVAL OF MINUTES OF PREVIOUS MEETING**

A motion was made by Secretary Susan Grans and seconded by Vice Chair James Myles to approve the minutes of November 10. The motion was approved.

**UNIVERSITY REPORT**

**Agenda Item 5 - Ratification of Amendment to Agreement**

Chair Boey asked for a motion to ratify and approve an agreement relating to planning and mutual commitment for the Board's Chief Executive Officer that was conditionally authorized at the Board's Executive Session Meeting on December 10, 1998. Vice Chair Myles so moved, seconded by Secretary Grans. The motion was approved.

There being no Other Matters, Chair Boey asked for a motion to adjourn. Vice Chair Myles so moved, seconded by Trustee Moser. The motion was approved. The meeting was adjourned at 9:40 a.m.

Respectfully submitted,

Sharon M. Mimms  
Recording Secretary

# **President's Report**

## **No. 17**

*January 14, 1999*

No item in this report for release prior to 11:30 a.m., Thursday, January 14, 1999.

**A G E N D A**

**BOARD OF TRUSTEES  
OF  
NORTHERN ILLINOIS UNIVERSITY  
11:30 a.m. – Thursday – January 14, 1999  
Regency Room**

11:30 a.m. Call to Order, Roll Call, Notice Verification, Recess to Executive Session  
12:00 a.m. Executive Session and Lunch - University Suite  
1:30 p.m. Reconvene Board of Trustees Meeting – Regency Room



1. Call to Order and Roll Call
2. Verification of Appropriate Notification of Public Meeting
3. Announcements
4. Meeting Agenda Approval ..... *Action* ..109
5. Review and Approval of Minutes of December 10, 1998 ..... *Action* ....64
6. Reports of Board Committees and Board Liaisons
  - a. Executive Committee
  - b. Academic Affairs, Student Affairs and Personnel Committee
  - c. Finance, Facilities and Operations Committee
  - d. Legislation, Audit and External Affairs Committee
  - e. Illinois Board of Higher Education
  - f. University Civil Service Merit Board
  - g. Northern Illinois University Foundation
7. Executive Session
8. President's Report No. 17
  - a. NIU-Naperville..... *Action* ..125
  - b. Convocation Center ..... *Action* ..128
  - c. Emeritus Status..... *Information*
  - d. Year 2000 Compliance ..... *Information*
  - e. Summary of Grant and Contract Awards ..... *Information*
  - f. Personnel Item..... *Action* .....
9. Chair's Report No. 13
  - a. Amendment to *Bylaws* of the Board of Trustees of Northern Illinois University ..... *Action* ..130
  - b. Higher Education Procurement Rules..... *Action* ..144
  - c. Executive Session Minutes Release ..... *Action* ..145
  - d. Proposed Board of Trustees 1999 Meeting Dates ..... *Action* ..147
10. Other Matters
11. Next Meeting Date
12. Adjournment



Minutes of the  
**BOARD OF TRUSTEES**  
**OF NORTHERN ILLINOIS UNIVERSITY**  
January 14, 1999

**CALL TO ORDER AND ROLL CALL**

The meeting was called to order by Chair Robert Boey at 11:42 a.m. in the Regency Room of Holmes Student Center at Northern Illinois University. Recording Secretary Sharon Mimms conducted a roll call of Trustees. Members present were Trustees Susan Grans, James Myles, Myron Siegel, Student Trustee Joseph Sosnowski and Chair Boey. Not present were Trustees George Moser and Manuel Sanchez. Also present were Board Parliamentarian Kenneth Davidson and President John La Tourette. With a quorum present, the meeting proceeded.

**VERIFICATION OF APPROPRIATE NOTICE OF PUBLIC MEETING**

Confirmation of Open Meetings Act public notice compliance was provided by Board Parliamentarian Ken Davidson.

**ANNOUNCEMENTS**

Chair Boey recognized the presence of Dr. James Norris and Dr. Sue Ouellette, representatives of the University Advisory Committee.

**MEETING AGENDA APPROVAL**

Trustee Myles made a motion to approve the agenda and was seconded by Trustee Grans. The motion was approved.

**REVIEW AND APPROVAL OF MINUTES**

It was moved by Trustee Myles and seconded by Student Trustee Sosnowski to approve the minutes of the December 10, 1998 meeting. The motion was approved.

**REPORTS OF BOARD COMMITTEES AND BOARD LIAISONS**

**Executive Committee**

There was no report from the Executive Committee.

**Academic Affairs, Student Affairs and Personnel Committee**

Chair Susan Grans said that the Committee had not met since November. She reported that the colleges had been engaging in strategic planning activities for several years, and the college deans have now written a statement that provides an overall planning context. This statement and an update on the strategic

planning efforts will be brought to the Academic Affairs, Student Affairs and Personnel Committee at its next meeting. It will then be brought to the Board.

### **Finance, Facilities and Operations Committee**

Since the Committee Chair was called away unexpectedly and was unable to attend the meeting, Chair Boey asked Committee Liaison Eddie Williams to give the Finance, Facilities and Operations Committee report. Dr. Williams reported that the Committee had not met since the last meeting of the full Board of Trustees. Items to be considered at the next meeting of the committee will include fees and ongoing projects such as Phase II of Stevenson Towers.

### **Legislation, Audit and External Affairs Committee**

There was no report from Legislation, Audit and External Affairs Committee.

### **Illinois Board of Higher Education**

President La Tourette stated that at the December 10 meeting of the Board, it was anticipated that the Board of Higher Education would be taking action on budget recommendations for the year 2000 on December 15. At that time, the President described those budget recommendations as being very aggressive in the level of funding being requested. He noted that in the eight or nine years prior to the appointment of Dr. Keith Sanders as executive director of the Board of Higher Education, recommendations had typically involved a three or four percent increase for the public universities. And that always created a problem, President La Tourette said, because the overall package presented by the Board of Higher Education was typically at a six percent level, suggesting to legislators that higher education was being well taken care of, particularly the public universities. But the legislators did not realize that there were items in the IBHE budget dealing with retirement, the community colleges and HECA grants that inflated the increase. That was not the case this time, the President said, and I believe that we can say firmly that Dr. Sanders has rectified that situation because the average increase being recommended for public universities this time ranges around seven percent. He has been very understanding of the public university needs, particularly in the case of salaries, and he has presented a plan for a five percent salary increase: a three percent base increase and a one percent additional increase to improve the universities' competitive position for faculty and staff salaries. That one percent is to be matched by university reallocation or from other fund sources. As reported at the December 10 meeting, the university already has that one percent in matching funds as a result of our enrollment dividend. We are very pleased by both the level of the recommendation and the very serious attempt of Dr. Sanders and his staff to understand the needs of the public universities.

The budget process discussion was very elaborate involving two large meetings between the university staff and the staff of the Board of Higher Education — one here on campus in early fall and the second in Springfield in November. The Chair of the Board of Trustees attended both of these meetings. During the December 10 Board meeting, Chair Boey indicated that he was also extremely pleased with the way in which the universities were able to interface with the Board of Higher Education staff and the process used to reach a level of basic recommendations going to the Governor and the legislature that have not been

seen for 15 or 20 years. The President reported that the budget was approved on December 15. Chair Boey remarked that it is indeed refreshing to see the new spirit from the IBHE that exists under Dr. Keith Sanders' leadership. We hope that this is the beginning of a new era, he said. Dr. Sanders certainly deserves all the support we can give him.

### **University Civil Service Merit Board**

Trustee James Myles, the University Civil Service Merit Board representative, stated that the scheduled meeting of that board was cancelled and rescheduled for February.

### **Northern Illinois University Foundation**

There was no report from the Northern Illinois University Foundation.

## **EXECUTIVE SESSION**

Chair Boey 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 regarding personnel matters as generally described under §2(c)(1) of the Open Meetings Act, property matters as generally described under §2(c)(5) and §2(c)(6) of the Open Meetings Act and Executive Session Minutes matters as generally described under §2(c)(21) of the Open Meetings Act. Trustee Grans so moved, seconded by Trustee Myles. A roll call vote of the Trustees to recess to Executive Session was unanimous.

## **BOARD OF TRUSTEES MEETING RECONVENED**

Chair Boey reconvened the public meeting of the Board of Trustees at 2:12 p.m.

## **PRESIDENT'S REPORT NO. 17**

Chair Boey announced that Dr. James D. Norris, UAC representative and Executive Secretary of the University Council, had made a request to make remarks. Trustee Siegel asked if Dr. Norris was expressing an official position of UAC. Dr. Norris said he was not. He was speaking as Executive Secretary of the University Council and, as such, is authorized to speak for the University Council at times when it cannot meet to discuss the issues. His statement, he said, also reflected his personal views. Dr. Norris was allowed to speak as a representative of the University Council.

Dr. Norris thanked Chair Boey and the members of the Board of Trustees for the opportunity to make a brief statement regarding the Convocation Center. I do not claim to speak for every member of the faculty and staff. I am, however, speaking as the Executive Secretary of the University Council, he said. Perhaps more importantly, I am presenting what I perceive to be the view of the overwhelming majority of the faculty and a substantial portion of the staff regarding the recent suggestion by President La Tourette that Northern Illinois University should build an arena. President La Tourette proposed the center as a possible solution for a multitude of problems. Apparently my silence at the last meeting, when Chair Boey asked me if I had any statement to make was

misconstrued by some as support for the project. Nothing could be further from the truth. If you remember, there was nothing on the agenda about the arena, and the President's remarks came as a tentative proposal near the end of a rather long meeting. My silence should be understood in that context and in the context that I do not think it's appropriate to comment on every proposal that the President might make. The speed with which more than a \$30 million project has moved from a tentative proposal not even on the agenda to approval by this Board suggests to me that the project has been on the drawing board longer than some of the problems that it is supposed to solve. Unfortunately, the rush to approval has precluded any serious discussion of the issue by the faculty, staff and students, many of whom have just returned to the campus. Nevertheless, I remain now, as I have been for a decade, very dubious as to the cost benefit of the arena, and I think that's a position that most of the faculty support. And make no mistake, regardless of the label, it is a facility that would be used primarily for seasonal athletic events. Nothing that was said at the meeting or at a subsequent meeting that I had with the President — he was gracious enough to talk to me for some time — has altered my position. Athletics on this campus has a history of loss, not profit; it does not generate a surplus. One need only attend any athletic event on the campus to understand this basic fact. The result is that not only would significant increases in student fees be necessary to pay for the construction of the proposed arena, the need to apply continued support for the operation and maintenance of the facility would require continuing and probably continued increases in student fees. Student fees are like taxes, once they're increased, they never decrease.

Connecting the parking problem, if one can call it a problem, to the proposed arena seems to me to be a specious argument at best. If we have the land to build an arena and a parking lot, we have the land to build a parking lot, which makes sense, without the arena. As a matter of fact, we have a remote lot now. And I have been on a number of campuses that have remote lots, and I think they can be very successful. Adequate bussing and differential fees make them actually popular on some campuses. The President himself pointed out that we could build a parking lot and supply the bussing at a cost well within the present fee structure. And it seems to me that if the lots are needed then they should pay for themselves.

Let me turn my attention to the suggestion that the arena is necessary for compliance with Title IX. Nothing in that legislation compels universities to add additional resources to intercollegiate athletics. Indeed, the required proportion has two numbers, and to achieve the necessary balance, one could as easily reduce one number as increase the other. Certainly in Academic Affairs, when we needed to bring our operating costs into proportion with our income, we did not rush into large increases in fees or tuition, rather, we reduced the faculty and staff — roughly 20 percent for the faculty, I don't have the figures for the staff — so that we can now live within our budgets. A very wise decision. And we might want to consider the same alternative in reducing athletics to fit within their budget. The administration, the Board of Trustees, the IBHE, the legislature, the Governor, practically everyone in the nation has stressed the need to keep education affordable. At a recent meeting, when the Board of Trustees approved a modest 3 percent increase in tuition scheduled to encourage students to complete their degree in four years, the concern was expressed again and again to keep education affordable. It is a concern that I applaud, and I think most of

the faculty applaud, and the citizens of Illinois appreciate. I would hope the concern is genuine. Students, I think we should remember, pay the bottom line. It doesn't make much difference to them how you itemize the check that they receive, whether it's fees or tuition, they pay the bottom line unless they happen to be on a full-ride scholarship. They pay whatever you come up with in tuition or fees.

Now, before you leap to the conclusion that I am sure some people already have, that I am in some way opposed to intercollegiate athletics, let me assure you that I have never taught or wanted to teach in an institution that did not participate at some level in intercollegiate sports. Moreover, I'm rather used to supporting athletic teams with less than impressive win and loss records. I'm a Cub fan. You get used to it. My concern is not the win-loss record. It is with the apparent high priority afforded athletics. I am, of course, sympathetic to the need for recreation opportunities for students, as I am for the need for better classrooms, better equipment, smaller classes, more opportunities for students to write, more opportunities for students to engage in interactive learning, and all those other conditions that promote learning, including even better salaries for faculty and staff. No one has made a case that better physical recreation facilities are or should be first in our priorities, but we seem to change our priorities rather often. In closing, I think, to be honest, I should freely and frankly admit that I am an academic, that my priorities undoubtedly reflect my view of universities as primarily institutions of higher learning. My judgments, my priorities are informed by academic values and not athletic dreams. And I would urge the President and the Board of Trustees not to be duplicitous in dealing with the proposed arena. If it is intended primarily as an athletic facility, and if it's worthy of your support, it should be presented honestly. And I think you very much for the opportunity to make remarks.

#### **PRESIDENT'S REPORT NO. 17**

President La Tourette reported that he and Kathy Swanson attended the swearing in of Dennis Hastert as the new Speaker of the House in Washington. We are extremely proud that Mr. Hastert is a graduate of Northern Illinois University having completed a master's degree here in the 1960s, the President said. I think Denny, coming from a humble background and representing the Midwest, is certainly the person needed today for the position of Speaker of the House. As I said in Washington, I think he is a person who represents the kind of student who comes to Northern, acquires a good education and moves beyond a humble beginning to take on a position of leadership. I think we can be very proud of Denny, President La Tourette said, and the record he has established in the House.

President La Tourette also told the Board that the bill clarifying the status of board members on NIU's Board and other boards in the state, whose terms expire on January 18, had been passed and was awaiting the Governor's signature. This legislation was required because of a flaw in the original bill in which it is clear that once the Board moves beyond the transition period the person continues to sit as long as the governor does not appoint a different person. However, this aspect of the original legislation did not cover the transitional periods. Thus, without the new legislation, three of our Board members would have been disenfranchised as of January 18. In fact, for a short

period, they still may be disenfranchised if the Governor does not sign the bill until some later date. Kathryn Swanson, Executive Director for State and Federal Relations, said that she met with the Board of Higher Education staff, Dr. Sanders and representatives from the other public universities on Wednesday, January 13. She told them that President La Tourette had already sent a letter to the Governor encouraging quick action on this legislation and asked those at the meeting to do the same. Ms. Swanson thought it would take at least two weeks to obtain a signature from the Governor due to the office transition. President La Tourette assured those NIU Board members who are affected that the university is doing everything possible to clarify this situation as quickly as possible

### **Agenda Item 8.a. - NIU Naperville**

President La Tourette complimented Dr. Williams and his staff on the tremendous job they have done over the last few months in dealing with the development and conceptualization of a facility in Naperville and bringing it to the point of construction. This represents an enormous effort that continued right through the holidays. The President announced that this facility would house NIU BIS (Business and Industry Services), a number of academic programs and a program called the North Central Regional Educational Laboratory (NCREL). NCREL is a nonprofit organization dedicated to helping schools and the students they serve. A leader in linking research and technology to learning, this laboratory provides practical research-based resources and assistance to educators, policymakers and communities. NCREL is one of ten regional educational laboratories in the United States and serves a seven-state Midwest region that is the home to more than 20 percent of the nation's schools, teachers and students. It is supported by conducting research and evaluation; providing training and technical assistance; offering seminars, academic advice and counseling for education professionals; and developing print, audio/video and multimedia products in carrying out its mission. We are very pleased to be in partnership with this organization, the President said. They will occupy about 35,000 square feet in this facility. The President noted that Jerry Nowakowski, at one time a faculty member in the College of Education, is the director of the program, and Dennis Gooler, the former Dean of the College of Education, is a key staff person. By having the laboratory located in our facility, President La Tourette said, there will be enormous benefits to both organizations in the future. The recommendation asked for Board approval to proceed with the project with a total budget not to exceed \$20 million. Included with this approval will be the action necessary to enter into an agreement for funding with the Illinois Development Finance Authority (IDFA), which is a semipublic agency that assists organizations such as Northern Illinois University in issuing bonds. They offer very low interest rates and are double tax exempt. Northern Illinois University is considered single tax exempt by the federal government. Bonds issued through IDFA are exempt from both state and federal taxes.

Dr. Williams stated that the Board authorized the university to enter into a purchase agreement for the NIU Naperville facility as well as a development agreement for the facility based on NIU's need to consolidate its programs in the Naperville area. In order to obtain financing, the university first had to identify and refine costs. The agreements the university has entered into require specific action by a certain date. The land purchase agreement, for example, requires action in February. In order to meet that deadline, Dr. Williams continued, we

have to obtain the necessary approvals to issue revenue bonds through IDFA so that we will have the resources to pay for the facility. The concept was refined, and detailed drawings and specifications were prepared so contractors could estimate the construction of the project. This allowed the university to obtain a guaranteed maximum price for the facility. Once that price has been established, we will be in a position to size the bond issue and know what the total expenditure will be.

Dr. Williams stated that the concept had been discussed in detail with the facility's three primary users — NIU credit and noncredit programs, the BIS program and NCREL. The BIS program, currently renting space in the western suburbs, will require approximately 16,000 square feet of space. Also, NCREL has agreed to lease space in the center. The compatibility of their operation with NIU is quite apparent, Dr. Williams noted, and this will be an excellent partnership. The needs of these major users were translated into specific floor plans along with an indication of the type of materials and construction so contractors could develop a firm price on the building. Dr. Williams then went over the concept plan with the Board. We wanted to make sure we were making a firm statement in the architecture of the building, he said, and to maximize the natural areas. The site will include a retention pond along Diehl Road so passing traffic will see the NIU facility across a lake. In addition, Dr. Williams said, we wanted to make sure the parking area (a minimum of 500 spaces) was functional yet aesthetically pleasing, so there are plantings and circulation streets that take advantage of the site and also point toward the building. Certain parts of the building will actually protrude out over the lake. We take advantage of the site itself in order to provide an architectural statement, Dr. Williams said, as well as a functional statement for the building.

The first floor will contain two major areas, an educational wing and an office wing. The educational wing contains classrooms, office space and a dining area. Dr. Williams said that these areas are functional and in line with our analysis of the Hoffman Estates and Rockford Education Centers. Through our experience with those facilities, he said, we were able to refine the program and maximize the efficiency and utilization of the space. In the office wing of the building, there is space for the BIS program, computer laboratories and a resource center. The areas to the north of the building, toward the lake, include an auditorium that seats 185 people and a 6,000 square foot multipurpose room that is divisible into four spaces, each adequate for a classroom.

The second floor plan for the facility provides space for the NCREL operation. They need approximately 30,000 square feet. Part of their space protrudes out over the atrium area, which will be an all-glass area that looks out toward the lake. The second floor also includes tiered classrooms for NIU's College of Business program, breakout rooms and other associated educational academic space.

The final thing I would like to present, Dr. Williams said, is a representation of what the building will look like. I underscore the term "representation" because we have not truly finished all of the design. The Hamilton Group, Epstein (architects of record) and Jenkins (actual architects) have spent a great deal of time working with us to maximize the design, architectural nature, functional nature and programmatic nature, yet minimize the cost implications. Based upon

this result, we had two independent contractors look at our plans and specifications, and they provided specific estimates on the cost of the development. That cost came within our estimated range. Based on this, Dr. Williams said, the Hamilton Group has given us a specific number to work with.

The university requested that the Board of Trustees approve a total budget not to exceed \$20 million as well as approval of the actions contained in the Board Resolution to initiate financing and meet the requirements of the purchase contract and development agreement. The resolution, which provides for the financing of the project, was prepared by Bond Counsel and reviewed by University Counsel for Governance, Risk Management and Equity Services. Through the issuance of these bonds, the university can proceed with acquisition of the land and construction of the property. Chair Boey asked for a motion to approve the item and Board Resolution for NIU Naperville. Trustee Siegel so moved, seconded by Student Trustee Sosnowski. The motion was approved. President La Tourette thanked Dr. Williams and his staff for all the work they had done. I think this is an exciting project, the President said, and one which establishes a more visible NIU presence in one of the major suburban areas that we have been serving with off-campus programs for over 40 years. Until the university has a physical facility like we have in Rockford or Hoffman Estates, many people do not realize that NIU is operating throughout the region to provide affordable access to educational opportunities

#### **Agenda Item 8.b. - Convocation Center**

President La Tourette stated that the process being used for the convocation center was exactly the same as that used for the Naperville facility. There are three very distinct steps we are going through in reviewing this project with the Board of Trustees, President La Tourette said. In November, we discussed the issue with the Finance, Facilities and Operations Committee. The issues were then discussed at the Board meeting on December 10, at which time the Board directed me to provide more detail about the project. If the Board approves this second step, the university would proceed to try to develop a meaningful project that is within budget to bring to the Board between now and April, with the Board acting on the project in April. This is not a final decision, the President said, and I would contest the statement that this is rushing the project and not having a project considered with great care. There have been hundreds of hours spent on this project not only by our staff but by two major design firms that have national and international reputations. And we have been dealing with one of the world's largest development firms, President La Tourette said, as well as one of the world's largest construction firms in looking at this project. As a result of discussion in November, the suggestion was made by the Board to establish an advisory committee. That advisory committee has now met and contains representation from a broad base of people on the campus, including Dr. Charles Larson, who was recommended by Dr. Norris to be on the advisory committee. I want to encourage patience as we work through this process, President La Tourette said, so that we can all understand what it means and how it will benefit the university. We are planning to have weekly meetings of the advisory committee since we now have enough from the work done by Mr. Williams and his staff to really have serious discussions not only about a convocation center but about how that adds more value to the campus.



To summarize, President La Tourette said, we are facing a decision relative to the establishment of track as part of our response to the Office of Civil Rights. We have to indicate not only that we are committed to establishing the program, but that we are going to have facilities to allow appropriate competition. It is not in my thinking or the Board's thinking that we are going to reduce men's sports in order to improve the representation of women's sports, he said. I do not think it is appropriate to increase opportunities for women by decreasing opportunities for men. And I know that the Speaker of the House, Denny Hastert, feels very strongly about that issue because he has represented that position with great force to the director of OCR in Washington. In addition to that, we will have to provide increased parking here very quickly if we are to meet the needs of the commuter students coming to the campus. If we do not have parking, we will not attract those students who come here to access a quality program at a public university. These students often commute from home because they cannot afford to live on campus or go to a private school in the suburbs. Finally, President La Tourette said, in a few years we will have to respond to the increased use of the Recreation Center. This is becoming an even more significant factor in recruiting and retaining residential students.

President La Tourette asked Dr. Williams to give the Board a brief presentation on the convocation center because some of the Board members had to leave. Dr. Williams stated that the Board had asked the President to ask staff to look at the feasibility of a convocation center addressing the three problems faced by the institution. Those problems were the OCR Title IX issue, the need for additional recreation on campus and the need for additional parking. A number of people spent most of the holiday season pursuing the answer to the question of whether or not it is feasible for a convocation center to be built to address these needs in an adequate, economical way. Our conclusion was that it is possible. The first recommendation included the development of a convocation center that would include approximately 211,000 square feet of useable space. Such a facility would have an NCAA 200-meter track that would seat approximately 8,700 for sporting events and up to 10,000 for entertainment and concerts. In addition, the plan includes establishing a five-year Recreation facilities improvement program for which \$1.8 million of existing or future funding that would be available without any additional student fees has been set aside. This portion of the plan involves a comprehensive recreation plan that would utilize both the existing Recreation Center and Evans Field House for recreation purposes. There is an academic use of Evans Field House and that would not be negatively impacted in this plan. We wanted to set aside sufficient funds, Dr. Williams said, so that the facilities could be renovated and would maximize the recreational programs of the institution. The third component of the plan included the development of peripheral parking that would be supplemented through shuttles and funded through existing fees.

We worked with two very strong, well-known architectural firms in developing a concept plan to make sure this was feasible. We did that without any cost to this Board or the university. Those firms worked through the holiday season in order to come up with specific numbers so that we might be able to identify a total cost. As a result of that, we feel that it is feasible to proceed. The items that have been discussed have been a part of the campus master plan since 1988. The potential and use of a convocation center have been discussed since 1989, Dr. Williams said. Also, the campus master plan included a third addition to the

Recreation Center. These components are not new issues for our campus, Dr. Williams added, but have been discussed over many, many years. Our final analysis shows that a convocation center project is feasible and worth pursuing. The university requested Board of Trustees project approval for the construction of a Northern Illinois University convocation center of approximately 211,000 gross square feet, based on established program requirements, with a budget not to exceed \$35,850,000. The university further requested Board of Trustees authorization to initiate a development process, which will include the selection of a developer or development team that will provide a refined and detailed guaranteed project construction proposal. After appropriate campus consultation, the results of this process will be reported to the Board for final approval.

In regard to President La Tourette's comments about having looked at this possibility for quite some time, Trustee Myles remarked, I can remember when this issue came up with the Board of Regents and was called the multipurpose arena. We met with one of the vice chancellors of the Board of Regents who came to Chicago to discuss this, and we sent him back to Springfield saying we wanted a more explicit strategic plan. We were not satisfied. Today, what I see tells me that I can really appreciate what Dr. Williams, his staff and the President have done to bring this about. I move in support of this convocation center, and I hope my colleagues agree with me. Trustee Myles also asked that the Board have representatives of minority firms build this project, if not as major contractors, at least on a subcontract basis.

Chair Boey invited each of the Trustees to state his or her feelings on the subject of the convocation center. Student Trustee Sosnowski said he wanted to add that there is a large amount of student interest in the project and many who support it already. In the past three months since the President announced the possibility of a convocation center, there has not been one letter or one *NIU Speaks* telephone call to the *Northern Star* about it. Usually, when there is no negative reaction, the Student Trustee said, that shows there is some positive support out there. Also, the *Northern Star* has formally endorsed this project, he continued, and I will just remind the audience that the *Star* is an all-student newspaper run entirely by students, and the decisions come entirely from students. I think that is a real good indication of what the student body feels. I also think students are always looking to have the best education. I am very aware of my own finances, Sosnowski said. I am paying students fees now and will continue to pay them in my graduate education as I continue here. I am more than happy to pay the couple of extra bucks the convocation center will cost the students. I think in the upcoming months we will see a lot of support coming from the students for this project.

On the subject of the *Northern Star*, Chair Boey commented, we do not need 282 acres for the convocation center as mentioned in today's article.

I am absolutely in favor of this convocation center, Trustee Siegel said. I listened to Dr. Norris speak and heard the frustration which apparently is coming out of a lack of understanding of the financing and other issues. But Northern needs to do these types of projects for the future in order to enhance the value of a degree. It is our job — the university, administration, faculty and students — to make sure that this university continues to grow and continues to make a name

for itself and have national and regional recognition. Part of the way that is done is through the facilities that are available. We are fortunate here to be able to take a variety of different needs that would normally be paid for by student fees and combine them into one student fee that is not substantially higher than the students would have to pay anyway to address these other issues and to provide them with this convocation center. I think in the future we are going to hear how wonderful it was that we moved this thing forward. I want to make it clear that I absolutely support this and would move to approve the action item.

I feel, sometimes, that I am the pragmatic one of the group, Trustee Grans said. I ask the strange questions because I come at it from looking at the drawings and trying to put the numbers with the whole project. I really applaud the staff on the process. And I have to agree with my fellow Trustees that this is a process we have been a part of, and it is not finished yet. We will have checks and balances to make sure it comes out correctly. I appreciate Dr. Williams getting back to me with the questions answered in a way a developer would and the way a good accountant would put it together. That practicality bodes well for the students and for the building of the structure.

Chair Boey stated that in telephone conversations with Trustees George Moser and Manny Sanchez, both wanted to be sure that the Board and the university knew they also supported the convocation center. For those of you who know the Board and the members that sit on this Board, the Chair said, I do not think there is any question that student affordability has always been our top priority. It is understood that one obligation in the governance of this university is to be sure affordability is its top priority. But that top priority must also be balanced with the growth of the university, because what good is affordability if the university goes backwards. And, as Trustee Siegel has said, the value of a degree is only as good as the presence of the institution. We started our Executive Session this morning at eleven thirty, Chair Boey said, and came back here at two o'clock. Let me assure you that all the discussion centered around a number of important issues that we had to discuss with all the what ifs and the why nots. This Board is deliberate, intelligent and extremely careful about making a decision, the Chair said, and we are not going to rush into any item, especially one as important as this. To say that you think we are going to rush into it would be an insult to our capabilities. I join my colleagues in feeling that the time is now, Chair Boey said. It is important, and we believe we can balance it with the affordability situation for the students. I am sure this same discussion was held years back when people talked about building the Holmes Student Center and the Recreation Center, and I am sure there were objections. For those of you who know me, the Chair said, I spend five nights a week in the Recreation center. And I often ask myself, as I try to weave my way through the traffic of young people in the building, where would all these young people go on a January night of minus ten degrees if it was not for the Recreation facility? We should always have discussions and disagreements in philosophy; that is the way it should be. But let us be sure that in the end we have examined all the options so that we do the right thing. Sometimes it takes a little bit more courage to do the right thing. I too support the convocation center, Chair Boey stated. On the motion, Trustee Siegel so moved, seconded by Trustee Myles. The motion was unanimously approved by all members of the Board.

President La Tourette announced that Dr. Williams would have the charts on the NIU Naperville project as well as several charts on the design concepts for the convocation center available for viewing after the meeting. Also, he stated that the figure approved by the Board is a maximum figure. We feel we can trim that figure back, the President said, but we wanted to have a maximum figure because we believe there are donors, both donors in-kind and donors in cash, who will help us with this facility. So what Dr. Williams has presented and what the Board has approved is the maximum envelope that programmatically meets all of our needs in a very well designed facility. We still have a lot of work to do in trying to reduce the cost and impact on the university and the students before we bring this back to the Board. I appreciate the Board's support for this, President La Tourette said, and repeat that this has been a very deliberate process. He then read an e-mail message sent to him that morning from a Faculty Senate member. The message read in part:

He then read an e-mail message sent to him that morning from a Faculty Senate member who stated that there seemed to be an impression that faculty were unified in opposing the new convocation center, but in fact, a goodly number of Faculty Senate members were very much in favor of it. They stated, however, that funds should not be taken from academic areas to build the facility. President La Tourette responded that there were absolutely no plans to use academic monies to build the convocation center. The faculty member's last comment was "Hang in there, NIU needs the facility."

I think, the President said, this is a sentiment that expresses the view of many people who do understand that we are not taking dollars from the academic area to build this facility, and it will not involve a drain on the academic area. In fact, it should involve a great deal of extra support for the academic area by providing a very good facility for the job fairs we have on campus, for convocations, for commencement exercises and a whole host of other activities. I think that would be beneficial not only to the academic area of the community but also to the student body.

#### **Agenda Item 8.c. - Emeritus Status**

The President directed the Board's attention to the information item on emeritus status. This policy, he said, provides a simple way of honoring faculty and indicating that they have provided long and honorable service to the university. The retiring person would be able to use the title of his or her rank in the designation of emeritus status. For example, if a person is retiring as an associate professor, the title would be associate professor emeritus. Also, President La Tourette said, it would be appropriate for those who are retiring as distinguished teaching professors or distinguished research professors to use the emeritus title in conjunction with that designation. Included with the item was a write-up showing how the process will work.

#### **Agenda Item 8.d. - Year 2000 Compliance**

This was an update of the report provided the Board of Trustees on September 17, 1998. The university continues to believe that its approach to the Year 2000 problem has been prudent and appropriate and that its mission-critical systems will not be adversely affected by the arrival of the millennium.

**Agenda Item 8.e. - Summary of Grant and Contract Awards**

The review of grant and contract activity over the past several months showed that the university is at a total of just over \$16 million thus far for FY99. Trustee Grans commented that the university makes a significant contribution to communities, counties and businesses in the whole region. Sometimes it appears that we gloss over these reports, she said, but the Board is very appreciative of the work done by faculty and staff to acquire these grants and contracts for NIU. They are wonderful examples of building relationships as a regional university. I am very proud of what the university and the College of Education have done and are doing with our schools in Rockford, Trustee Grans said, and wanted to say thank you to the entire faculty and staff for a job well done. I think we do not say thank you enough for those sorts of relationships.

**Agenda Item 8.f. - Personnel Item**

President La Tourette recommended the appointment of Dr. Lynne Waldeland as Executive Vice President and Interim Provost with an appointment to begin on June 1, 1999 and ending July 1, 2000. Input was solicited from faculty and staff about this appointment, and over 50 letters, memos and e-mails were received. Fourteen people were mentioned as possible candidates for the position. Two or three people were most frequently mentioned, the President said, and these individuals appeared to me to have credentials that could be seriously considered for this appointment. The sentiment was expressed by a number of faculty that the person appointed should not be a candidate for the permanent position. In appointing Dr. Waldeland, not only am I recommending an excellent candidate who meets all of the qualities that have been identified for this position, President La Tourette said, but it is clear that she will not be a candidate for the permanent position. She had to be persuaded to delay a planned retirement and extend her time with the university to take this position. I have not found very many people who have the depth of commitment and loyalty that she has to this institution. This is certainly evident in the number of hours and effort that she puts in to make the university strong in its academic programs. She is viewed very positively by people outside the university. This appointment will allow her to immediately begin the search for her replacement and relieves the Provost of that responsibility so he can concentrate on filling the position of Assistant Provost for Resource Planning, another critical position in the office. It is with strong conviction and great pleasure, the President said, that I present a person who, by the letters that I received, is not only respected but loved across campus. Chair Boey asked for a motion to appoint Dr. Lynne Waldeland as Executive Vice President and Interim Provost from June 1, 1999 through July 1, 2000. Trustee Grans so moved, seconded by Trustee Myles.

A roll call vote of the Trustees was as follows:

Trustees Susan Grans.....	Yes	Student Trustee Joseph Sosnowski .....	Yes
Trustee James Myles.....	Yes	Chair Robert Boey.....	Yes

The motion was approved.

President La Tourette and Chair Boey said it should be noted in the minutes that Board members who were not present had mentioned that their votes would be fully in favor of Dr. Waldeland's appointment.

**CHAIR'S REPORT NO. 13**

**Agenda Item 9.a. - Amendment to *Bylaws* of the Board of Trustees of Northern Illinois University**

An amendment regarding quorums and other aspects of the *Bylaws* of the Board of Trustees was required as a result of the bill allowing the Student Trustee to vote on the Board of Trustees. Chair Boey asked for a motion to approve the Amendment to the *Bylaws* of the Board of Trustees. Trustee Grans so moved, seconded by Trustee Myles.

A roll call vote of the Trustees was as follows:

Trustees Susan Grans..... Yes      Student Trustee Joseph Sosnowski ....Yes  
Trustee James Myles..... Yes      Chair Robert Boey.....Yes

The motion was approved.

**Agenda Item 9.b. - Higher Education Procurement Rules**

The Higher Education Procurement Rules have been revised and now have become permanent reflecting the emergency rules adopted in July 1998 when the new procurement regulations were adopted by the legislature. Chair Boey stated it was necessary that the Board change its rules to conform with those of the state. Trustee Myles moved to approve the Higher Education Procurement Rules, seconded by Trustee Grans.

A roll call vote of the Trustees was as follows:

Trustees Susan Grans..... Yes      Student Trustee Joseph Sosnowski ....Yes  
Trustee James Myles..... Yes      Chair Robert Boey.....Yes

The motion was approved.

**Agenda Item 9.c. - Executive Session Minutes Release**

Chair Boey asked for a motion to approve the release from confidentiality of the specified sections of Executive Session Minutes noted in this Board meeting report from September 15, 1997 through November 10, 1998.

Trustee Myles so moved, seconded by Student Trustee Sosnowski.

A roll call vote of the Trustees was as follows:

Trustees Susan Grans..... Yes      Student Trustee Joseph Sosnowski ....Yes  
Trustee James Myles..... Yes      Chair Robert Boey.....Yes

The motion was approved.

**Agenda Item 9.d. - Proposed Board of Trustees 1999 Meeting Dates**

Chair Boey asked for a motion to approve the proposed 1999 Board Meeting Dates for the Board of Trustees. Trustee Grans so moved, seconded by Trustee Myles.

A roll call vote of the Trustees was as follows:

Trustees Susan Grans.....	Yes	Student Trustee Joseph Sosnowski .....	Yes
Trustee James Myles.....	Yes	Chair Robert Boey.....	Yes

The motion was approved.

There being no Other Matters, Chair Boey asked for a motion to adjourn. Trustee Myles so moved, seconded by Trustee Grans. The motion was approved. The meeting was adjourned at 3:29 p.m.

Respectfully submitted,

Sharon M. Mimms  
Recording Secretary

**NIU NAPERVILLE**

**Summary:** On September 17, 1998, the Board of Trustees authorized the university to negotiate a proposal to consolidate university academic programming and operations located throughout DuPage County as well as to provide space to house the Business and Industry Services unit and operations. The Executive Committee of the Board further authorized the university to take the following actions, which have been completed:

- Enter into a purchase contract for land.
- Enter into a facility development agreement for the design, construction, landscaping, and other improvements.

Additionally, the Senior Vice President was authorized to proceed with refining the project budget and to take the steps necessary to obtain the related financing.

In order to best meet the needs of the university and to comply with the Illinois Procurement Code, the university seeks to issue revenue bonds through the Illinois Development Finance Authority (IDFA). Advantages of using IDFA include:

- A lower interest rate due to tax advantages for bondholders.
- Allowing the maximum lease term under law, therefore meeting the 25-year desired amortization of the financing.

Chapman & Cutler will serve as bond counsel, and Griffin, Kubik, Stephens & Thompson, Inc. are the underwriters.

**Recommendation:** In order to initiate financing and meet the requirements of the purchase contract and development agreement, the university requests Board of Trustees approval of a total project budget not to exceed \$20 million as well as approval of the actions contained in the following resolution. The resolution, which provides for the financing of the project, was prepared by Bond Counsel and reviewed by University Counsel for Governance, Risk Management and Equity Services.



## BOARD RESOLUTION

1. Approval of the form of Master Lease Agreement (the "*Lease*") to be entered into between the Board and the Illinois Development Finance Authority (the "*Authority*").<sup>1</sup>
2. Approval of the form of Acquisition Agreement (the "*Acquisition Agreement*") between the Board and the Authority with respect to the acquisition and construction of the Project (as hereinafter defined).<sup>1</sup>
3. Approval of the form of Indenture of Trust, Assignment of Master Lease Agreement and Security Agreement (the "*Indenture*") between the Authority and U.S. Bank Trust National Association, as trustee (the "*Trustee*") with respect to the issuance of Lease Revenue Bonds (Northern Illinois University Naperville Project) Series 1999 (the "*Bonds*"), by the Authority on behalf of the Board.<sup>1</sup>
4. Approval of the form of Preliminary Official Statement and Official Statement.<sup>1</sup>
5. Approval of the form of Bond Purchase Agreement with Griffin, Kubik, Stephens & Thompson, Inc., as the underwriter (the "*Underwriter*"), with respect to the purchase and sale of the Bonds.<sup>1</sup>
6. Approval of the acquisition and construction of the Naperville Center of the Board (the "*Project*") to be funded with the proceeds of the Bonds.
7. That the Bonds shall be issued by the Authority in an aggregate original principal amount not to exceed \$20,000,000, shall mature no later than September 1, 2024, shall bear interest at rates or approximate original yields to maturity for each maturity not in excess of those permitted by law, shall bear a yield (determined in accordance with Section 148 of the Internal Revenue Code of 1986) to maturity for the entire issue not to exceed 6%, shall be sold so that the Underwriter's discount, not including original issue discount, shall not exceed .7% of the original principal amount of the Bonds, and the Bonds may be callable prior to maturity at a premium not to exceed 102% of the principal amount being redeemed.
8. That the Chair, President, Treasurer and other authorized officers of this Board be and they are hereby authorized and empowered to do and perform such other acts and things and to make, execute and deliver all

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<sup>1</sup>A copy is filed with the President's Office for record and the appropriate officers of the Board are hereby authorized and directed to execute the same or authorize the execution of the same in the name and on behalf of or with such changes as may be approved by the officer or officers of the Board executing or authorizing the execution of the same, his or their execution thereof to constitute conclusive evidence of the Board's approval of all changes from the forms thereof presented to this meeting, *provided, however*, that if any such changes constitute a substantial change in the form thereof presented to this meeting they shall first be approved by the Executive Committee of the Board, to which authority for such approval is delegated by the Board.

such other instruments and documents on behalf of this Board as may be by them deemed necessary or appropriate to comply with or to evidence compliance with, the terms, conditions or provisions of the Lease, the Acquisition Agreement, the Indenture and the Bond Purchase Agreement, including the authorization and distribution of a Preliminary Official Statement and a final Official Statement with respect to the sale of the Bonds, and all acts and things whether heretofore or hereafter done or performed by the officers of this Board which are in conformity with the intents and purposes hereof shall be and the same are hereby in all respects, ratified, confirmed and approved.

## **CONVOCATION CENTER**

**Summary:** At the December meeting of the Board of Trustees, the President identified three critical needs confronting the institution which could possibly be addressed through the construction of a Northern Illinois University convocation facility: the immediate need to address the Office of Civil Rights' requirement that the university achieve proportionality can be most effectively achieved through the addition of a women's track program, the developing need for more campus parking (especially for commuter students), and the need for more recreation programs and facilities. The President requested Board of Trustees direction regarding these issues, the potential overlap between independent solutions to each of them, and the potential economies which might be realized through an integrated solution developed within the larger context of the long-term need for a campus convocation center. The board directed the President to pursue the matter by assigning staff to thoroughly review the feasibility of formulating a development plan providing for the construction of a convocation center which would address the needs and challenges presented by OCR, parking and campus recreation.

Pursuant to the Board's directive, the university has developed a concept plan which provides an effective response to the identified needs through the construction of an approximate 211,000 gross square foot convocation center, the establishment of a five-year, \$1.8 million recreation facilities improvement plan and a five-year parking enhancement plan. While the plan is presented only in concept, the specific detail will be fully developed with appropriate consultation and reviewed at a subsequent meeting of the Board of Trustees. In order to properly pursue the construction detail for the convocation center, the university recommends Board approval of the following.

**Recommendation:** The university requests Board of Trustees project approval for the construction of a Northern Illinois University convocation center of approximately 211,000 gross square feet, based on established program requirements with a budget not to exceed \$35,850,000. The university further requests Board of Trustees authorization to initiate a development process which will include the selection of a developer or development team which will provide a refined and detailed guaranteed project construction proposal. After appropriate campus consultation, the results of this process will be reported to the Board for final approval.

# **Chair's Report**

## **No. 13**

*January 14, 1999*

**AMENDMENT TO *BYLAWS* OF THE  
BOARD OF TRUSTEES OF NORTHERN ILLINOIS UNIVERSITY**

Article X of the Board of Trustees *Bylaws* states in relevant part:

“Articles of the *Bylaws* of the Board of Trustees may be amended at any regular meeting of the Board by majority vote of the total voting membership of the Board, provided that notice of the intention to amend the *Bylaws* shall have been presented in writing at the regular meeting immediately preceding. Such notice shall provide so far as possible the exact wording of the amendment proposed.”

The Governor’s July 24, 1998 action of approving Public Act 90-0630 authorized voting authority for student Members of Boards of Trustees of public higher education institutions in Illinois until June 30, 2001. It is appropriate to review and amend the Board’s *Bylaws* to conform with the new legislation while stabilizing the influence of the changes within the overall text of the *Bylaws*. Other proposed changes (1) implement a change in legislation as to where Board meetings may be held, (2) clarify absentee voting procedure to reflect practice; and (3) reflect accepted custom and practice regarding Board committee meetings and the function of the Board Chair when attending committee meetings.

The attached pages reflect proposed changes which were discussed at the September 17 Board of Trustees meeting and now are being presented for final Board approval.

# **BYLAWS OF THE BOARD OF TRUSTEES OF NORTHERN ILLINOIS UNIVERSITY**

## **ARTICLE I. INTRODUCTION**

### **SECTION 1. General Statement**

In accordance with the Northern Illinois University Law (110 ILCS 685/30-1 *et seq.*) and related legislation, the State of Illinois charges the Board of Trustees of Northern Illinois University with responsibility to operate, manage, control and maintain Northern Illinois University (hereafter also referred to as the "University") and assigns to it broad authority for discharging this responsibility. The Board of Trustees and Northern Illinois University shall operate in accordance with the laws of the State of Illinois and the United States, these *Bylaws* and the duly approved policies established by the Board of Trustees. If inconsistencies arise, the most current applicable laws shall control the actions of the Board of Trustees and the university.

### **SECTION 2. General Concepts of the Bylaws**

In order to discharge its statutory responsibilities to the People of Illinois, the Board of Trustees herewith establishes *Bylaws* intended to encourage efficiencies and facilitate its business. As a result of its statutory charge, the Board is the final institutional authority and, therefore, Board *Bylaws*, legislation, policies and *Regulations* have precedence over the Constitution, legislation and policies of the University. However, the Board's focus is one of oversight and policy determination. The Board delegates the conduct of administration and management to the President. It entrusts the conduct of teaching and research through the President to the University faculty. It encourages significant student participation in decision-making processes within the limits of attainable effectiveness.

## **ARTICLE II. BOARD OPERATING PROCEDURES**

### **SECTION 1. General**

The Board of Trustees shall conduct its business and execute its responsibilities in conformity with the Northern Illinois University Law (110 ILCS 685/30-1 *et seq.*), as it may be amended from time to time.

### **SECTION 2. Quorum**

Unless otherwise provided by applicable law, the presence of a majority of voting Members of the Board shall constitute a quorum to formally transact business at meetings of the Board of Trustees or any of its committees. The voting eligibility status of the student Member shall depend on applicable law; where required, the student Member shall be counted for the purpose of determining a quorum at any meeting of the Board or any of its committees to which the student Member is assigned.

The Board Chair shall be counted in measuring the presence of a quorum for committee meetings where the appointed committee members present are otherwise too few to constitute a quorum.

In the absence of a quorum, a smaller number of Board Members may meet and informally discuss business, however, any proposed actions cannot become final until formally approved or ratified by a majority of the Board present at a meeting in which a quorum exists.

### **SECTION 3. Rules of Order**

Insofar as it is consistent with these *Bylaws* and applicable statutes, the current edition of *Robert's Rules of Order* shall govern the consideration of all business and debate in meetings of the Board or its committees. A member of the staff of the University shall serve as the parliamentarian at all meetings of the Board.

### **SECTION 4. Order of Business**

At all regular session meetings, and at special meetings where appropriate, the Board shall observe the following order of business unless it is suspended or modified by a majority vote of those voting Members present:

1. Call to order and roll call
2. Verification of Appropriate Notice of Public Meeting
3. Meeting agenda approval
4. Review and approval of minutes of the previous meeting
5. Reports of Board Committees and Board Liaisons
6. Reports and recommendations of the President of the University
7. Reports and recommendations of the Chair of the Board
8. Other matters

### **SECTION 5. Appearances Before the Board**

On proper motion and by majority vote, the Board may at any time recognize members of the University community for purposes of making presentations. To facilitate such appearances, individuals wishing to appear before the Board are requested to make a written request to the President ten days prior to the Board meeting. Any such request should include the name, address and position of the individual wishing to speak, the name of the organization or group represented, and a reasonable summary of the presentation. Such requests will not guarantee permission to speak. If approved by the Board, the scheduling of such presentations in relation to the meeting agenda shall be at the discretion of the Board Chair. While not required, written copies of the presentation are welcomed by the Board.

### **SECTION 6. Minutes and Proceedings**

The Secretary of the Board or designee shall be responsible for the recording and preparation of the Minutes of Board meetings. Such Minutes shall provide a reasonably detailed record of the meeting but shall not be verbatim. Once approved, the Minutes shall become the official corporate record of Board meetings and shall be compiled in annual *Proceedings* covering all of the meetings of a single fiscal year. These *Proceedings* shall be distributed by the

President's Office and shall be available to the public for examination upon request.

The President is authorized to make appropriate releases of information regarding Board actions or proposed actions prior to the approval of Board Minutes.

### **ARTICLE III. MEETINGS**

#### **SECTION 1. Regular Session Meetings**

- A. The Board shall convene in regular session at least once each quarter on the campus of Northern Illinois University at DeKalb, Illinois, or on any other University-owned property located in Illinois. Additional regular session meetings may be scheduled by the Board.
- B. Written notice of all regular meetings and of the proposed agenda shall be given by the President to each Member of the Board, preferably at least ten days in advance of the meeting.
- C. The President's report and other meeting materials shall be distributed on a timely basis to Board Members, campus officers, and other interested parties at the President's discretion.

#### **SECTION 2. Special Meetings**

Special meetings of the Board may be called by the Board Chair, or by the Vice-Chair if there is a vacancy in the office of Board Chair, or by any three voting Members of the Board.

#### **SECTION 3. Closed Meetings**

The Board may hold meetings closed to the public to discuss matters which are excepted from public discussion under the provisions of the Illinois Open Meetings Act, (5 ILCS 120/1.01 *et seq.*). Closed meetings will be held upon a majority vote of a quorum present, taken at a meeting open to the public for which notice has been given.

Minutes of closed meetings will be kept by the Secretary of the Board or designee and will be available for inspection only after the Board determines, by periodic assessment, that confidentiality of such minutes is no longer required.

### **ARTICLE IV. OPEN MEETINGS POLICY**

The Board of Trustees encourages appropriate openness in the conduct of University business and governance. Consistent with this principle, the Board and its committees will perform their duties in open session subject only to the limited exceptions authorized by state law. All reasonable efforts will be made to accommodate and provide balanced responses to requests from communication media and citizens who are interested in the actions of the Board.



## **ARTICLE V. OFFICERS AND OTHER LEADERSHIP POSITIONS OF THE Board of Trustees**

### **SECTION 1. Elected Officers and Terms of Office**

The elected officers of the Board shall consist of a Board Chair, Board Vice-Chair and Board Secretary. The Board Chair, Vice-Chair and Secretary shall be elected annually (except the first group of officers shall be elected to a term expiring on June 30, 1996); however, they shall retain their office until a successor is elected. The position of Board Chair may be held by the same Board Member for no more than two consecutive terms and the same limitation shall apply to the Vice-Chair position.

In case of a vacancy in an elective office, for any reason, the Board shall hold an election to fill the office for the unexpired term.

### **SECTION 2. Appointed Officers, Fiduciary Roles and Terms of Office**

The appointed officers of the Board shall consist of Treasurer, Assistant Secretary/Assistant Treasurer, Second Assistant Secretary, and Parliamentarian. The appointed officers shall be University staff members appointed by the Board on the recommendation of the President to serve as *ex-officio* corporate officers and not as Members of the Board. These officers shall have a fiduciary duty to faithfully discharge their responsibilities to the Board of Trustees. Where the Board determines it is necessary or appropriate, the appointed officers may be directed to serve the Board of Trustees in special roles and may have occasional responsibilities or duties that relate exclusively to the Board of Trustees and be separate from their roles and reporting relationships as employees of the University.

Once appointed, these officers shall hold office until removal, resignation or termination of employment with the University.

### **SECTION 3. Removal from Office**

Any elected or appointed officer may be removed from office by vote of six of the voting Members of the Board. A motion to remove an officer can only be made at a regular or special meeting of the Board, and must be preceded by the conveyance of notice to each Board Member and to the officer ten days prior to the meeting. Such notice shall clearly set forth the proposed action.

### **SECTION 4. Other Board Leadership Positions**

In addition to the above officers, other Board leadership positions shall be the elected delegate to the State Universities Civil Service System Board, appointed chairs of the Board standing committees, and appointed liaisons to the Northern Illinois University Foundation and the Illinois Board of Higher Education. These positions shall be filled with voting Members of the Board.

### **SECTION 5. Election of Officers**

Elections of Board officers shall take place by secret ballot at the meeting preceding July 1 (except the first election shall take place upon the adoption of these *Bylaws*). Officers will assume their duties on July 1. All voting Members

shall be entitled to vote, including Members whose terms have expired if the Governor and Senate have not acted to fill the vacancy. Elections shall not be postponed because of such expired terms or pending gubernatorial or Senate action on appointments.

Procedures for the election of officers shall be as follows:

- nominations for a given officer position can be made in any number by any Member of the Board (including nonvoting Members) and shall be closed only by a motion to close the nominations;
- only the voting Members of the Board shall be entitled to cast votes in officer elections.
- if a majority of votes cast is not achieved by one nominee in the first balloting, the nominee with the fewest number of votes shall be dropped on the succeeding ballot. This process shall continue through three successive ballots. If at the conclusion no nominee shall have achieved a majority, the Board Chair shall declare the election at a stalemate and reopen nominations;
- an absolute majority of the voting Members of the Board shall be required to be elected, even if fewer than all eligible Board Members choose to vote;
- Board Members shall be entitled to vote by written absentee ballot. However, absentee ballots shall be counted only for Members who have been nominated. Absentee ballots must be filed with the Board Parliamentarian in writing prior to the meeting at which the elections are to occur.

## **SECTION 6. Duties of Officers**

### **A. Board Chair**

The Board Chair shall:

1. Preside at all Board meetings, with full power to discuss all matters before the Board and to vote when necessary to break a tie;
2. Serve as member and presiding officer of the Board Executive Committee and as *ex officio* member of all Board standing committees;
3. Appoint the chairs of the Board standing committees and make committee assignments from among the Board membership;
4. Sign, with the Secretary or an Assistant Secretary of the Board as attesting official, any contracts and other legal documents approved by the Board, provided others delegated by the Board may sign such documents in accordance with their respective delegations.
5. Coordinate Board business with the President and foster communications among Board Members;

6. Assist new Board Members in becoming familiar with the operations of the Board and the University and identify and develop potential Board leadership;
7. Engage in external activities in behalf of the Board and the University, and represent the Board and the University in a ceremonial capacity at public functions.

**B. Board Vice-Chair**

The Board Vice-Chair shall:

1. Serve as presiding officer of the Board in the absence of the Board Chair with full power to vote on and discuss all matters before the Board;
2. Serve as a member of the Board Executive Committee;
3. Assist the Board Chair in facilitating communications among Board Members and in identifying and developing Board leadership;
4. Assist the Board Chair in external relations and in representing the Board and the University in a ceremonial capacity at public functions.

**C. Secretary**

The Secretary shall:

1. Serve as a member of the Board Executive Committee;
2. Sign as attesting official, with the Board Chair, any contracts and other legal documents approved by the Board, provided others delegated by the Board may sign such documents in accordance with their respective delegations.
3. Determine that the minutes and records of the proceedings of the Board are kept, published and distributed as required by law;
4. Maintain a record of the names of all Members of the Board, the dates of their appointments, and the dates of the expiration of their terms of office. The Secretary shall also maintain a record of Board officers and terms of elective office.

**D. Treasurer**

The Treasurer shall:

1. Be the chief custodian of all funds held in the name of the Board of Trustees and Northern Illinois University and be responsible for overseeing the issuance and sales of revenue bonds and other financial instruments on behalf of the Board;
2. Be responsible for complying with various financial requirements of bond resolutions, oversight of investment and banking relationships, and

coordination and development of information for bondholders. Make a financial report to the Board reflecting securities held and all receipts and disbursements on an annual basis, or as required;

3. Provide for the orderly reimbursement or payment, consistent with state law, for Board Member travel and expenses, and establish necessary procedures incident thereto;
4. Exercise direct or facsimile signature authority, as authorized and appropriate on necessary certificates or contracts and other documents approved by the Board on behalf of the Board Chair or the Secretary.

**E. Assistant Secretary-Assistant Treasurer**

When the Board Chair, Secretary or Treasurer are not practically available to perform one of their ministerial duties, the Assistant Secretary-Assistant Treasurer may provide an authorized signature on necessary certificates or contracts and other documents approved by the Board on behalf of the Board Chair, the Secretary, or the Treasurer, and shall provide such other assistance to the Secretary or Treasurer as either may request and shall carry out such other functions as the Board may assign.

**F. Assistant Secretary**

The Assistant Secretary shall provide such assistance to the Secretary or Assistant Secretary as may be requested and shall carry out such other functions as the Board may assign.

**G. Parliamentarian**

The Parliamentarian shall be a member of the University staff who advises the Board Chair and the University President on matters of parliamentary procedure.

**SECTION 7. Duties of Appointed Leadership Positions**

**A. Standing Committee Chairs**

Standing Committee Chairs shall:

1. Preside over committee meetings;
2. Prepare reports of committee meetings to be presented to the Board, such reports to include notation of the committee members present, description of the agenda covered, and a summary of decisions and recommendations of the committee;
3. Keep informed of the major issues, actions and needs of the University in the areas of responsibility covered by the committee;
4. Work with the President and staff in formulating agendas and preparing for meetings;
5. Maintain communications with other members of the committee and work to keep them informed of issues and needs.

## ARTICLE VI. BOARD COMMITTEES

### SECTION 1. Executive Committee

#### A. Purpose

The Executive Committee shall have as its purpose to act in behalf of the Board and to discuss and offer counsel on University operations as needed.

#### B. Membership

The Executive Committee shall be comprised of the Board Chair, the Board Vice Chair, the Board Secretary and a Member of the Board elected by the Board. The President shall be a nonvoting member of the Committee. The Board Chair shall preside during meetings of the Executive Committee.

#### C. Meetings

The Executive Committee shall meet upon the request of the Board Chair, the President, or any two of the members of the Committee.

#### D. Powers and Duties

The Executive Committee may discuss and act upon all matters pertaining to the Board of Trustees and Northern Illinois University between meetings of the Board except policy changes. The Executive Committee will only take action on routine matters that require Board action between regular Board meetings or on other matters when specifically requested to do so by the full Board.

The Committee shall have the power to make final determinations as to matters of the Board of Trustees, provided its acts shall not conflict with action taken by the Board of Trustees. Actions of the Committee normally shall be reported to the full Board at the next meeting of the Board and entered in the minutes of that meeting.

### SECTION 2. Academic Affairs, Student Affairs and Personnel Committee

#### A. Purpose

The Academic Affairs, Student Affairs and Personnel Committee shall have as its purpose to review Board level policy concerns and transactions related to academic programs, student affairs and personnel administration and to provide the full Board its advice and counsel relative to such matters.

#### B. Membership

The Academic Affairs, Student Affairs and Personnel Committee shall be comprised of four voting Members of the Board selected by the Board Chair and the student Member. The Board Chair, the President and the Provost shall serve as *ex officio* members, the first being able to make and second motions if a part of the quorum and vote to break a tie, and the second and third without vote. The Board Chair shall designate one member of the Committee to serve as its Chair and may designate another member to

serve as Vice-Chair. The Provost shall provide the Committee such additional staff assistance as needed.

**C. Meetings**

The Academic Affairs, Student Affairs and Personnel Committee shall meet at the request of the President, the Provost, or the Chair of the Committee. Committee meetings will be scheduled so as to facilitate timely review of matters under consideration by the Board.

**SECTION 3. Legislation, Audit and External Affairs Committee**

**A. Purpose**

The Legislation, Audit and External Affairs Committee shall have as its purpose to monitor pending state and federal legislation as well as administrative agency activity that impacts University interests. The Committee will assist the University in articulating its concerns to elected representatives and will periodically review the internal control, accounting and reporting practices of the University to ensure that those practices provide for proper accountability. It shall also serve to receive and bring to the Board's attention, as necessary, information on any problems or irregularities in that regard.

**B. Membership**

The Legislation, Audit and External Affairs Committee shall be comprised of three voting Members of the Board selected by the Board Chair. The Board Chair and the President shall serve as *ex officio* members, the first being able to make and second motions if a part of the quorum and vote to break a tie, and the second without vote. The Board Chair shall designate one member of the Committee to serve as its Chair and may designate another member to serve as Vice Chair. The President shall designate a staff liaison to the committee and shall provide the Committee such additional staff assistance as needed.

**C. Meetings**

The Legislation, Audit and External Affairs Committee shall meet at the request of the President, the Chair of the Committee, or the staff liaison. The Committee shall meet at least semiannually in order to receive a report of activities of the campus internal auditor and staff and to confer regarding legislative and external affairs.

**SECTION 4. Finance, Facilities and Operations Committee**

**A. Purpose**

The Finance, Facilities and Operations Committee shall have as its purpose to review Board level policy concerns and transactions related to financial affairs, physical facilities and operations, and to provide the full Board its advice and counsel relative to such matters.

## **B. Membership**

The Finance, Facilities and Operations Committee shall be comprised of four voting Members of the Board selected by the Board Chair. The Board Chair and the President shall serve as *ex officio* members, the first being able to make and second motions if a part of the quorum and vote to break a tie, and the second without vote. The Board Chair shall designate one member of the Committee to serve as its Chair and may designate another member to serve as Vice Chair. The President shall designate a staff liaison to the Committee and shall provide such additional staff assistance as needed.

## **C. Meetings**

The Finance, Facilities and Operations Committee shall meet at the request of the President, the staff liaison, or the Chair of the Committee. Committee meetings will be scheduled so as to facilitate timely review of matters under consideration by the Board.

## **SECTION 5. Ad Hoc Committees**

Special purpose or ad hoc committees may be established by the Board either at the discretion of the Board Chair or on motion properly put and approved by the Board. Such committees shall remain in existence only so long as warranted by their assigned purpose or charge. Their operations shall be consistent with state laws on open meetings and applicable Board *Bylaws*, policies and *Regulations*.

## **ARTICLE VII. PRESIDENT OF THE UNIVERSITY**

The President is the chief executive officer of the University. The President shall be appointed by the Board and shall be directly responsible to the Board. The Board prescribes the duties of the President, contracts with the President and, for good cause, can remove the President. The President shall have the authority and responsibility, within the framework of policies established by the Board for the organization, management, direction and general supervision of the University and shall be held accountable by the Board for the effective administration and management of the institution.

The President has the overall responsibility for the provision of staff services to Members of the Board of Trustees and shall maintain a staff adequate for the performance of the Board's governance responsibilities and the President's duties as chief executive officer. The President shall make all recommendations for appointments to University positions under the Board of Trustees and shall implement such information systems and reporting requirements as are necessary for the Board to perform its responsibilities.

All communications related to official University business from any faculty member, officer, or other employee of the University, addressed to the Board of Trustees of the University or to any committee thereof, shall be transmitted through the President of the University.

All rules, regulations, directions, orders or instructions of the Board of Trustees or any committee or member thereof, addressed to any faculty member, officer, or

other employee of the Board shall be transmitted through the President of the University.

In those areas on campus where the responsibility for the conduct and development of the University is shared, the President shall ensure the involvement of faculty, students and staff in the internal governance of the University. The President shall be responsible for keeping the Board informed of campus interests, concerns and needs, and shall then be responsible for communications with Board Members and for coordinating Board reviews and actions.

## **ARTICLE VIII. CONFLICTS OF INTEREST**

Members of the Board of Trustees, officers of the Board, officers of the University and all employees of the Board of Trustees of Northern Illinois University must conduct their personal affairs in such a manner as to avoid any possible conflict of interest with their duties and responsibilities as members of the Northern Illinois University organization. A conflict of interest is present whenever a Trustee, officer, or employee has a material personal interest in a proposed contract or transaction to which the corporation is a party. This interest can occur either directly or indirectly; the Trustee or officer may be personally involved with the transaction, or may have an employment or investment relationship with an entity with which the corporation is dealing, or it may arise from some family relationship.

Any duality on the part of any Trustee or officer shall be disclosed to the Board of Trustees, and made a matter of record through an annual procedure and also when the interest becomes a matter of Trustee or officer action. In general, a Trustee's or officer's conflict will be cleared of any consequence by, first, full disclosure and, second, approval or ratification of the subject action by a disinterested majority of Trustees. Any Trustee having a duality of interest shall not vote or use personal influence on the matter, and shall not be counted in determining the quorum for the meeting. The minutes of the meeting shall reflect that a disclosure was made, the abstention from voting and the quorum situation.

Any new Trustee or officer will be advised of this Bylaw restriction upon entering the duties of office.

## **ARTICLE IX. INDEMNIFICATION**

### **SECTION 1.**

Subject to applicable law, the availability of funds and the terms and conditions of the Board's Self Insurance Program, the Board of Trustees shall indemnify each present or former Trustee, officer, employee and agent of the Board, except independent contractors, against all expenses which may be reasonably incurred or paid in connection with any claim, or actual or threatened action, suit, proceeding or investigation (civil, criminal or other including appeals) in which he or she may be involved by reason of being or having been a Trustee, officer, employee or agent or was serving at the written request of the Board as a director or officer of any other corporation, partnership, joint venture, trust, or



other cooperative, consortium or enterprise or by reason of any action or omission or alleged action or omission (including those antedating the adoption of this Bylaw) in any official or personal capacity and against any amount or amounts which may be paid (other than to the Board) in reasonable settlement of any claim, action, suit or proceeding where it is in the interest of the Board that settlement be made.

## **SECTION 2.**

In cases where an action, suit or proceeding advances to final adjudication, indemnification shall not extend to matters as to which it shall be adjudged that the Trustee, officer, employee or agent is liable for misconduct in the performance of his or her duties to the Board. Neither a judgment of conviction nor the entry of any plea in a criminal case shall of itself be deemed an adjudication that the Trustee, officer or agent was liable for misconduct in the performance of duties to the Board if he or she acted in good faith, for a purpose which he or she reasonably believed to be in the best interests of the Board and was not aware that the conduct was unlawful.

## **SECTION 3.**

The determination whether a settlement was reasonable and in the interest of the Board or whether the Trustee, officer, employee or agent acted in good faith for a purpose which he or she reasonably believed to be in the best interests of the Board and was not aware that the conduct was unlawful may be made by a majority of the disinterested Trustees acting on the proposal though less than a quorum, or by any one or more disinterested persons to whom the question may be referred by the Board of Trustees.

## **SECTION 4.**

As used in this Article of the *Bylaws*, the term "expenses" includes without limitation, attorneys' fees, costs, judgments, fines, penalties and other liabilities.

## **SECTION 5.**

The rights of indemnification provided for are severable, are not exclusive of other rights to which any Trustee, officer or agent may now or hereafter be entitled, and continues in effect notwithstanding the fact that the individual ceases to be a Trustee, officer, employee or agent at the time the action is instituted, while it is pending or after the judgment is rendered.

## **SECTION 6.**

The indemnification referred to above covers the conduct of the Trustee, officer, employee or agent which occurred both before and after the adoption of this Article of the *Bylaws* and shall inure to the benefit of his or her estate.

## **SECTION 7.**

If any part of these *Bylaws* or any payment made pursuant to it is for any reason held invalid, the provisions of this Article of the *Bylaws* are not otherwise affected but remain in full force and effect.

## **ARTICLE X. ADOPTION, REVIEW AND AMENDMENT OF BYLAWS**

*Bylaws* may be adopted at any regular meeting by majority vote of the total voting membership of the Board. The *Bylaws* shall be reviewed periodically as needed.

Articles of the *Bylaws* of the Board of Trustees may be amended at any regular meeting of the Board by majority vote of the total voting membership of the Board, provided that notice of the intention to amend the *Bylaws* shall have been presented in writing at the regular meeting immediately preceding. Such notice shall provide so far as possible the exact wording of the amendment proposed.

*Approved by the Board of Trustees  
of Northern Illinois University: January 14, 1999*

## **HIGHER EDUCATION PROCUREMENT RULES**

**Summary:** The Illinois Procurement Code (Public Act 90-572) became effective July 1, 1998. This new statute repealed the *Illinois Purchasing Act* upon which the *Joint Rules of the Illinois Public Universities: Procurement and Bidding* were based. As a result, on June 18, 1998, the Board of Trustees adopted emergency operating rules and procedures which implemented the requirements of the new Procurement Code.

Permanent rules, promulgated by the Chief Procurement Officer for Public Institutions of Higher Education and the nine governing boards, have now been adopted, effective November 20, 1998. The permanent rules are substantially the same as the emergency rules adopted last spring with the exception that the bidding threshold has been increased from \$10,000 to \$25,000 for commodities and equipment.

**Recommendation:** The university requests that the Board of Trustees approve the repealing of the Emergency Higher Education Procurement Rules and the adoption of the Procurement Rules of the Chief Procurement Officer for Public Institutions of Higher Education.

**EXECUTIVE SESSION MINUTES RELEASE**

**Summary:** The Illinois Open Meetings Act, as amended, requires public bodies to review minutes of their executive sessions on a semiannual basis and determine what parts of such minutes they should make available to the public because they no longer require confidential treatment. Accordingly, this item is proposed for complying with this legal requirement by taking action upon the duly approved Executive Session Minutes of January 1996 through November 1998 of either the full Board of Trustees or Committees of the Board which have not previously been released from confidentiality.

Upon review and advice of the Board's Parliamentarian and University Counsel for Governance, Risk Management and Equity Services, the following sections of executive session minutes for the relevant period are proffered for release from confidentiality:

**September 15, 1997 - Executive Session of the NIU Board of Trustees  
Finance, Facilities and Operations Committee**

1. Property Matter

**December 11, 1997 - Executive Session of the NIU Board of Trustees**

- 3.d. Property Matter

**April 23, 1998 - Executive Session of the NIU Board of Trustees**

- 1.a. Property Matter
- 1.b. Property Matter

**June 18, 1998 - Executive Session of the NIU Board of Trustees**

1. Review and Approval of Minutes of Previous Executive Sessions
2. Personnel Matter

**August 28, 1998 - Executive Session of the Finance, Facilities and  
Operations Committee of the Board of Trustees**

1. Property Matter

**September 17, 1998 - Executive Session of the NIU Board of Trustees**

1. Review and Approval of Minutes of Previous Executive Session
2. Property Matters

**November 10, 1998 - Executive Session of the Executive Committee of the  
NIU Board of Trustees**

1. Property Matters

**Recommendation:** The Chair recommends that the Board approve the release from confidentiality of the specified sections of Executive Session minutes as reviewed and advised above. Those sections, if any, which are still subject to confidentiality, together with sections from subsequent meetings, will be considered again in approximately six months.

**PROPOSED BOARD OF TRUSTEES  
1999 MEETING DATES**

Following the pattern of meeting dates for previous years and input from Board members, the following choices are offered for consideration by the Board.

January 14	(2nd Thursday)
April 22	(4th Thursday)
June 17	(3rd Thursday)
September 16	(3rd Thursday)
December 9	(2nd Thursday)

Five meetings over the year, with at least one in each quarter, would meet both legal and university requirements.

**President's Report  
to the  
Executive Committee  
Special Teleconference Meeting**

*March 8, 1999*

No item in this report for release before 11:00 a.m. Monday, March 8, 1999.

**A G E N D A**

**NIU Board of Trustees  
EXECUTIVE COMMITTEE  
Teleconference Meeting  
Monday - March 8, 1999  
Conference Room 304 – Lowden Hall**

1. Call to Order and Roll Call
2. Verification of Appropriate Notice of Public Meeting
3. Meeting Agenda Approval ..... *Action* ....149
4. Review and Approval of Minutes of December 18, 1998 ..... *Action* ....107
5. Executive Session
6. President's Report
  - a. Business and Industry Services Lease Agreement Extension ..... *Action* ....151
  - b. Collective Bargaining Agreement - Fraternal Order of Police ..... *Action* ....152
7. Other Matters
8. Adjournment



**Minutes of the  
NIU Board of Trustees  
EXECUTIVE COMMITTEE  
Special Teleconference Meeting  
March 8, 1999**

**CALL TO ORDER AND ROLL CALL**

Chair Robert Boey called the teleconference meeting to order at 11:14 a.m. Recording Secretary Sharon Mimms conducted a roll call of Trustees. Present for the meeting were Vice Chair James Myles, Secretary Susan Grans and Chair Boey. Trustee George Moser joined the meeting in progress. Also present was Parliamentarian Kenneth Davidson. With a quorum present, the meeting proceeded.

**VERIFICATION OF APPROPRIATE NOTICE OF PUBLIC MEETING**

Chair Boey asked Parliamentarian Davidson for verification of appropriate notice of public meeting. Mr. Davidson confirmed that all proper notices had been prepared and posted.

**MEETING AGENDA APPROVAL**

A motion was made by Vice Chair James Myles and seconded by Secretary Susan Grans to approve the agenda. The motion was approved.

**REVIEW AND APPROVAL OF MINUTES OF PREVIOUS MEETING**

A motion was made by Vice Chair James Myles and seconded by Secretary Susan Grans to approve the minutes of December 18, 1998. The motion was approved.

**UNIVERSITY REPORT**

**Agenda Item 5 - Business and Industry Services Lease Agreement  
Extension**

President La Tourette reported the BIS lease had expired. The new lease would extend from March 1, 1999 through March 31, 2000. At the end of that period, the Naperville Center will be ready for occupancy. Secretary Grans asked if there would be any penalty involved for changing or breaking the lease. Dr. Eddie Williams, Senior Vice President for Finance and Facilities said that the lease had been negotiated for the maximum period of time needed, one year and one month, which correlates with the expected completion of the Naperville Center. Chair Boey asked for a motion to approve the BIS lease extension. Secretary Grans so moved, seconded by Vice Chair Myles. The vote was as follows:

**Agenda Item 6 - Collective Bargaining Agreement - Fraternal Order of Police**

The Fraternal Order of Police, Lodge 86, ratified a new contract for FY99. President La Tourette reported that this was a wage reopener and that the FY99 increase for the bargaining unit was consistent with FY99 university increment guidelines. Chair Boey asked for a motion to approve the Collective Bargaining Agreement for the Fraternal Order of Police. Vice Chair Myles so moved, seconded by Trustee Moser. The vote was as follows:

Vice Chair James Myles.....Yes	Trustee George Moser..... Yes
Secretary Susan Grans.....Yes	Chair Robert Boey ..... Yes

The motion was approved.

Chair Boey asked for a motion to adjourn. Secretary Grans so moved, seconded by Vice Chair Myles. The meeting was adjourned at 11:17 a.m.

Respectfully submitted,

Sharon M. Mimms  
Recording Secretary

**BUSINESS AND INDUSTRY SERVICES  
LEASE AGREEMENT EXTENSION**

**Summary:** The Northern Illinois University Business and Industry Services (BIS) program seeks to extend the current lease for Suite 202 of the 1520 Building in The Crossings at Oak Brook, Illinois for the period from March 1, 1999 through March 31, 2000. The monthly rent for the extension period will be \$12,450 for 5,976 rentable square feet and \$100 for the existing storage space on the lower level of the building. Utilities, maintenance and parking are included in this rental rate. Funding will be provided through existing program revenues. The period of the lease extension coincides with substantial completion of the Naperville Center.

**Recommendation:** The university recommends approval of the Business and Industry Services lease extension with CarrAmerica Realty Corporation under the stated terms and conditions.

**COLLECTIVE BARGAINING AGREEMENT —  
FRATERNAL ORDER OF POLICE**

The following collective bargaining agreement has been ratified by the bargaining unit and is submitted for approval by the Board of Trustees.

*Bargaining Unit:* Illinois Fraternal Order of Police Labor Council, Lodge 86, representing 23 Police Officers and 5 Police Telecommunicators at the DeKalb campus.

*Scope of Negotiations:* FY99 Wage Reopener

*Tentative Agreement for Board Action:* FY99 wage increase for the bargaining unit consistent with FY99 university increment guidelines.

# **President's Report**

## **No. 18**

*April 22, 1999*

No item in this report for release prior to 11:30 a.m. Thursday April 22, 1999.

**A G E N D A**

**BOARD OF TRUSTEES  
of  
NORTHERN ILLINOIS UNIVERSITY  
11:30 a.m. – Thursday – April 22, 1999  
Regency Room**

11:30 a.m. Call to Order, Roll Call, Notice Verification, Recess to Executive Session  
12:00 a.m. Executive Session and Lunch - University Suite  
1:30 p.m. Reconvene Board of Trustees Meeting – Regency Room



1. Call to Order and Roll Call
2. Verification of Appropriate Notification of Public Meeting
3. Meeting Agenda Approval ..... *Action* .. 154
4. Review and Approval of Minutes of January 14, 1999..... *Action* .. 110
5. Chair's Comments/Announcements
6. Reports of Board Committees and Board Liaisons
  - a. Executive Committee
  - b. Academic Affairs, Student Affairs and Personnel Committee
  - c. Finance, Facilities and Operations Committee
  - d. Legislation, Audit and External Affairs Committee
  - e. Illinois Board of Higher Education
  - f. University Civil Service Merit Board
  - g. Northern Illinois University Foundation
7. Executive Session
8. President's Report No. 18
  - a. University Recommendations Forwarded by the Board Committees
    - (1) Fiscal Year 2000 Student Fee Recommendations ..... *Action* .. 185
    - (2) Fiscal Year 2000 Room and Board Rate  
Recommendations ..... *Action* .. 190
    - (3) Fiscal Year 2000 Out-of-State Tuition Recommendation ..... *Action* .. 192
    - (4) Huskie Bus Contract Fiscal Year 2000 Contract Renewal ... *Action* .. 193
    - (5) Student Accident and Sickness Insurance - Fiscal Year  
2000 Contract Renewal..... *Action* .. 194
    - (6) Printing Services Copier And Controller System - Fiscal  
Year 2000 Contract Renewal ..... *Action* .. 195

- (7) Fiscal Year 2000 NIU Foundation Professional Services Contract..... *Action* .. 196
- (8) DuSable Hall - Performance Contract ..... *Action* .. 197
- (9) Athletic Sports Camps Housing and Meal Expenditure - Fiscal Year 2000 Authorization ..... *Action* .. 198
- (10) Academic Computing Services Student Computer Lab Computers ..... *Action* .. 199
- (11) Holmes Student Center - Roof Replacement ..... *Action* .. 200
- (12) Campus Child Care Center Budget Revision ..... *Action* .. 201
- (13) Fiscal Year 2001 Budget Guidelines ..... *Action* .. 202
- (14) Convocation Center and Recreational Facilities Projects..... *Action* .. 204
  - (a) Evans Field House Remodeling Project ..... *Action* .. 205
  - (b) Conceptual Design and Development Agreement ..... *Action* .. 206
  - (c) Funding and Fee Structure ..... *Action* .. 207
- (15) Recommendations for Faculty Promotions, Tenure and Promotions with Tenure ..... *Action* .. 208
- (16) Additional Recommendations for Tenure by Provost Moody ..... *Action*
- (17) Recommendations for Faculty and Staff Sabbatical Leaves for 1999-2000 ..... *Action* .. 210
- (18) Request for a New Minor New ..... *Action* .. 212
- (19) Request to Delete Existing Emphasis ..... *Action* .. 213
- b. University Reports Forwarded from the Board Committees
  - (1) NIU Naperville Education Center ..... *Information*
  - (2) Stevenson Towers Renovation - Phase II ..... *Information*
  - (3) Fiscal Year 2000 Operations and Grants Budget Recommendation Update ..... *Information*
- c. Items Directly from the President
  - (1) Summary of Grant and Contract Awards..... *Information*
  - (2) Presentation by Ms. Joanne Dempsey, Executive Director of the Illinois Council on Economic Education ..... *Information*
- 9. Other Matters
  - a. Northern Illinois University's Exhibition of Excellence - Resolution. *Action* .. 214
  - b. Student Association 30<sup>th</sup> Anniversary Resolution ..... *Action* .. 216
  - c. Recognition of Provost Moody's Retirement ..... *Information*
  - d. Ethics Issues ..... *Information*
- 10. Next Meeting Date
- 11. Adjournment

Minutes of the  
**BOARD OF TRUSTEES**  
**OF NORTHERN ILLINOIS UNIVERSITY**  
April 22, 1999

**CALL TO ORDER AND ROLL CALL**

The meeting was called to order by Chair Robert Boey at 11:33 a.m. in the Regency Room of Holmes Student Center at Northern Illinois University. Recording Secretary Sharon Mimms conducted a roll call of Trustees. Members present were Trustees Susan Grans, George Moser, James Myles, Manuel Sanchez, Myron Siegel, Student Trustee Joseph Sosnowski and Chair Boey. Also present were Board Parliamentarian Kenneth Davidson and President John La Tourette. With a quorum present, the meeting proceeded.

**VERIFICATION OF APPROPRIATE NOTICE OF PUBLIC MEETING**

Confirmation of Open Meetings Act public notice compliance was provided by Board Parliamentarian Ken Davidson.

**MEETING AGENDA APPROVAL**

Chair Boey announced additions to the agenda as follows: Agenda Item 9.b. - Student Association Resolution; Agenda Item 9.c. - Comments on Provost Carroll Moody's Retirement; and Agenda Item 9.d. - Ethics Issue. Trustee Sanchez made a motion to approve the agenda as amended and was seconded by Trustee Myles. The motion was approved.

**REVIEW AND APPROVAL OF MINUTES**

It was moved by Trustee Moser and seconded by Trustee Sanchez to approve the minutes of the January 14, 1999 meeting. The motion was approved.

**CHAIR'S COMMENTS/ANNOUNCEMENTS**

Chair Boey thanked everyone for their condolences regarding his father's death and expressed his appreciation. UAC Representatives Jim Norris and Joan Greening were recognized.

**REPORTS OF BOARD COMMITTEES AND BOARD LIAISONS**

**Executive Committee**

There was no report from the Executive Committee.

**Academic Affairs, Student Affairs and Personnel Committee**

Committee Chair Grans reported that the Academic Affairs, Student Affairs and Personnel Committee met on March 25. However, the necessary quorum to vote



and bring action items forward to the full Board was not present. The action items on the agenda were Recommendations for Faculty Promotion, Tenure and Promotions with Tenure; Recommendations for Faculty and Staff Sabbatical Leaves for 1999-2000; Request for an interdisciplinary minor in Chinese or Japanese Studies; and Request to Delete an existing emphasis in Theatre Education within the B.F.A. in Theatre Arts. The Annual Oral English Proficiency Report was reviewed as an information item. The Committee discussed and reviewed all of the agenda items. The action items were included in the President's Report for presentation to the full Board at this meeting.

The majority of the March meeting, Committee Chair Grans said, was dedicated to the presentation of the Deans' Planning Context report. This part of the university's planning activity involved the college deans, who had been meeting to see how much similarity there was among the colleges, the challenges they faced and the ways in which they addressed opportunities. The deans believed that finding common ground among the colleges would provide a useful context for each college's planning efforts. Addressing these issues strategically in this planning context would allow the individual colleges' uniqueness to flourish while contributing to the overall university vision. I really believe the process was inclusive, thorough and forward thinking, Chair Grans said, and it will be ongoing. All Trustees received copies of the Deans' Planning Context. The areas reviewed in the meeting were institutional distinctiveness, accountability, new sources of funding to support the university, student recruitment and retention, geographic responsibilities in serving the needs of the region, technology in the NIU mission, and faculty, their work and their diversity. The deans then responded to questions from Board members about the statements in the report and the process. Committee Chair Grans said she wanted to emphasize that everyone should be reassured by this report. The report is not an end, she said, but a context that I hope will become part of the fabric of the academic planning and educational actions of NIU. I urge you to read the report and view it as a work in progress towards the NIU of the next century. You cannot get there if you do not have a roadmap, and I encourage the deans, the faculty and the students to take this map and give us a full atlas. Part of the Board's role at NIU is to be accountable, Trustee Grans stated, to realize that there is a strategic process in place and be able to give it the course it needs. I am very encouraged knowing that everyone has the report and different faculty, staff and students have a chance to talk about these things, she concluded, so that it can become part of that fabric. Chair Boey said that the Board and the university had been talking about this for the last two to three years, and the Deans' Context was very important because you cannot move forward without a roadmap. We need to have a continuing focus on this so that we do not lose it, he said.

### **Finance, Facilities and Operations Committee**

Committee Chair Sanchez reported that the Finance, Facilities and Operations Committee met on April 1. Informational reports were received regarding the NIU Naperville project; the Stevenson Towers Project, Phase II; and Fiscal Year 2000 Operations and Grants Budget Recommendation Update. The Committee considered the following action items: student fees; out-of-state tuition rate; room and board rates for the upcoming academic year; contractual items such as the Huskie Bus, student insurance, copy equipment, the NIU Foundation professional services contract renewals, and the DuSable Hall performance

contract; and capital items, including the campus Child Care Center budget revisions, the Holmes Student Center roof replacement; and, the convocation center project. The Committee also dealt with budgetary matters including the sports camp expenditure authorization, Fiscal Year 2001 budget guidelines and spending authorizations for student laboratory computer equipment. These items were thoroughly reviewed by the Committee and forwarded for approval by the full Board through the President's Report.

### **Legislation, Audit and External Affairs**

Committee Chair Moser reported that the Legislation, Audit and External Affairs Committee met at 10:30 a.m. to discuss the status of budget discussions in the legislative session in Springfield. The state universities have received several budget adjustments since the Board of Higher Education issued its recommendations to Governor Ryan in December. The IBHE budget for higher education called for an increase of over 7% for FY00, with an NIU specific increase of just over 5%. The Governor's FY00 budget, as presented to the General Assembly on February 17, put Northern's increase at 4.8%, Committee Chair Moser said, and that is still a very significant budget increase for NIU and public higher education in Illinois.

The Senate Appropriations Committee held two budget hearings this spring — the normal appropriations hearing for the university's operational budget for FY00 and a separate hearing on deferred maintenance needs at the state universities. At the hearing on deferred maintenance issues, the total price tag of eliminating the state universities' deferred maintenance initiatives was in excess of \$800 million. NIU's immediate deferred maintenance needs total almost \$36 million, while the university's complete list of deferred maintenance totals in excess of \$70 million.

When the Senate sent each university's appropriation bill to the House for consideration, they lump-summed the universities' budgets, funded the universities' requests for faculty and staff salary increases, eliminated all new program money for FY00, and targeted those new program funds for deferred maintenance. Therefore, according to the Senate budget, the university would receive \$1.5 million in deferred maintenance funding for FY00 at the expense of all new program initiatives, Committee Chair Moser said. In so doing, the Senate action also resulted in a \$367,000 reduction of the Governor's proposed budget for Northern Illinois University. At last week's House Appropriations Committee hearing, it was apparent that the House will attempt to return the state universities to the Governor's budget level, he said, thereby overturning the Senate action.

The budgetary situation for state universities and NIU is in a state of flux at this point. It is important that we, as Trustees, remain ready to assist the university in returning the FY00 budget to the Governor's level, a 4.8% increase over FY99 base levels, Committee Chair Moser said, and an opportunity to make significant strides on faculty and staff pay equity issues and build much-needed academic programs, including information technology and computer science. Deferred maintenance is a critical issue, but one which requires an agreed-upon plan over a 10-year time period to adequately address the tremendous deferred maintenance needs at all of the state's public universities.

In February, the Office of State and Federal Relations, in conjunction with the Center for Governmental Studies and the Division of Continuing Education, delivered a one-day training workshop for all state legislative district office personnel around the state. The workshop, which was held in Chicago, drew staff from the offices of over 70 legislators. This was the third time the university has conducted this seminar since the Board of Trustees was created.

### **Illinois Board of Higher Education**

President La Tourette indicated that at its April meeting, the Board of Higher Education approved the Ph.D. program in Physics. It required a great deal of effort, not only on the part of the university, he said, but also on the part of the faculty and staff and the Board to be involved in this issue and to finally bring a proposal to the Board of Higher Education that could be approved, thereby closing what has been a long quest for a program that is much needed not only for the university but to serve this region and to serve the state well in its interface between higher education and Fermi and Argonne National Laboratories. The President thanked all the Board members for their help. He thanked Trustee Siegel in particular, who, when he was Chair of the Board, personally took the issue to Bob Kustra and other people to determine whether a viable proposal would be considered favorably at the Board of Higher Education level. I also want to extend my thanks to Lynne Waldeland, who spent a lot of time making sure that the proposal was in a form that would receive favorable reviews, the President said. We had two very favorable reviews by outside consultants selected by the Board of Higher Education. I think the Board of Higher Education and staff finally realize that some additional programs, even at the doctoral level, are needed and make sense in the way in which the university conducts its basic and applied research. Everyone who has been involved should be congratulated for the way in which this round of the review was conducted, the way in which the proposal was developed and reviewed outside and received approval.

Much of the Board of Higher Education meeting dealt with discussions about the restoration of the Governor's budget and some of the issues related to it — the elimination of the programmatic requests and the substitution of a lump sum allocation budget, including a substantial allocation of funds toward the deferred maintenance area. Certainly everyone recognizes that deferred maintenance is a major problem that cannot be solved in one budget adjustment by the Senate, President La Tourette stated. It really has to be addressed on a systematic basis over a substantial period of time.

The state has now moved from what was originally referred to as a "Citizen's Agenda," President La Tourette said, to the *Illinois Commitment*, which has a total of six goals. Most of these goals have been recognized by the university and we have been involved in addressing them over a long period of time.

*Goal 1: Higher education will help Illinois business and industry sustain strong economic growth.*

This sentiment was immediately violated when the Senate removed the money allocated by the IBHE and recommended by the Governor to improve technology and provide more well-trained people in the use of information technology. The

President mentioned that he had received a number of calls and some correspondence from the business community expressing concern about the Senate's elimination of NIU funding for both Computer Science and MIS, two very important, strong program areas that meet the workforce needs of business and industry in northern Illinois.

*Goal 2: Higher education will join elementary and secondary education to improve teaching and learning at all levels.*

President La Tourette mentioned that a major conference was being held at NIU on Monday, April 26, in partnership with Pioneering Partners and NIU's Morgridge Chair on activities associated with teacher preparation.

*Goal 3: No Illinois citizen will be denied an opportunity for a college education because of financial need.*

NIU is and has been concerned about this issue for a long period of time, the President said.

*Goal 4: Illinois will increase the number and diversity of citizens completing training and educational programs.*

Discussion about the tremendous shift being seen here in northern Illinois relative to the composition of high school classes, particularly the senior classes, projected forward has brought this to the attention of Dr. Keith Sanders. I think this item is included, in part, because of the efforts Northern Illinois University is making to respond to the diversity of its student body, President La Tourette said, and to provide opportunities for everyone who has the ability to complete college and gain the kind of education that will make a person a productive citizen.

*Goal 5: Illinois colleges and universities will hold students to even higher expectations for learning and will be accountable for the quality of academic programs and the assessment of learning.*

The university has been focusing on quality as well as on the assessment of the learning experience at NIU.

*Goal 6: Illinois colleges and universities will continually improve productivity, cost effectiveness and accountability.*

This has also been a major effort at NIU.

The President said that the introduction of the new *Illinois Commitment* means that the old P•Q•P report will be eliminated, and each university will submit a results report beginning this summer. This will allow some greater latitude in articulating to the IBHE the university's more precise goals relative to these six major goals and how NIU is achieving them. Since this is a first-time effort, there should be some greater clarification of how these reports are to be developed in the near future. I think we are in a very good position to articulate our strengths and plans for the future relative to the six goals I have mentioned, the President concluded.

Trustee Sanchez asked if the rumors regarding the new chair of the Illinois Board of Higher Education had been confirmed. President La Tourette said that rumors

regarding former Senate President Phil Rock becoming the new board chair had been confirmed, but nothing had yet been released in the press. Trustee Myles said that he also had it on good authority that former Senator Rock would be confirmed as Chair of the Illinois Board of Higher Education.

### **University Civil Service Merit Board**

Trustee Myles said that the Civil Service Merit Board had been scheduled at the same time as NIU's Board meeting, and he opted to attend the Board of Trustees meeting. The only action from the last Merit Board Meeting to be reported was that a proposed termination was overturned and the employee reinstated.

### **Northern Illinois University Foundation**

Mr. Michael Malone, Vice President, Development and University Relations, reported that grants totaling \$55,000 from the NIU Foundation to faculty were approved at the last Foundation Board meeting. These are direct grants from the NIU Foundation. The program consists of two grants: the strategic initiative grant and opportunity grants. The strategic initiative grant is a one-time per year, \$25,000 grant that goes to support a strategic initiative as identified by the Provost. Deans, faculties, etc. are urged to put together proposals addressing that strategic initiative, and then the Foundation Board, in cooperation with the Provost's Office, makes the award. This year's award went to a collaborative project between the College of Liberal Arts and Sciences and the College of Visual and Performing Arts. This project takes various general education courses offered in both colleges and links them around themes so that throughout their undergraduate careers students may take courses from the arts, the sciences, music or anthropology clustered around a theme that will meet their general education requirements and build on a common theme.

Five opportunity grants were also awarded. These are smaller grants ranging from \$2,500 to \$10,000, and are intended to act as venture capital to kick-start new programs or take advantage of a unique opportunity. The grants awarded supported a digital media lab in the School of Music; the John Peter Altgeld documentary project in the Department of Communication; a new peer tutoring program in the College of Engineering and Engineering Technology; an innovative program that integrates the most desirable skills identified by businesses in the curriculum of the College of Business; and a \$10,000 match to encourage and reward faculty who have outstanding success in acquiring additional grant funding for projects deemed important to the university.

Mr. Malone announced that the Foundation had received an anonymous \$400,000 matching pledge over the next two years to support initiatives in the College of Education to improve preparation through school/university partnerships. So, it is now our job, he said, to go out and find \$400,000 in matching funds over the next two years. The Foundation held its first endowed scholarship luncheon, whose theme was "Giving to Learn, Learning to Give," on Sunday, April 11, and had 160 guests in attendance. This event is designed to bring the donors of endowed scholarships and their students together in a social situation.

The College of Engineering and Engineering Technology received a \$1.9 million gift-in-kind from Veribest Technology. This will allow NIU students to use

state-of-the-art tools for the design of microchips and circuit boards. The gift includes the software, a 20-site license, free maintenance and training for faculty at the company's headquarters in Boulder, Colorado.

Through the first three-quarters of the year, Mr. Malone reported, the annual fund is 43% ahead of its total for last year. We are hoping to maintain a full-time calling program throughout the summer with the help of returning student callers who are combining summer school and 25 hours per week at the Calling Center in an innovative new program to keep the calling going full blast at all 29 stations throughout the summer.

Chair Boey announced that there would be no Executive Session, and moved on to cover the information items listened under 8.b., University Reports Forwarded from the Board Committees.

## **PRESIDENT'S REPORT NO. 18**

### **UNIVERSITY REPORTS FORWARDED FROM THE BOARD COMMITTEES**

#### **Agenda Item 8.b.(1) - NIU Naperville**

The President reported that good progress is being made on the design of the new Naperville facility. It is a design that encompasses the needs of NIU's academic programs, the BIS program and the North Central Regional Educational Laboratory that will also be housed in the building. Everything seems to be moving along very well. We hope the facility will be opened by Spring 2000. This is a rather tight schedule, the President said, but we have had very tight schedules before, and I think we can get this on line with the time lines projected here.

#### **Agenda Item 8.b.(2) - Stevenson Towers Renovation - Phase II**

Phase I of the Stevenson Towers renovation dealt with the two north towers and the center food court. Phase II will include the two south towers. This is a recommendation to delay the opening of the two south towers until spring of the year 2000. Delaying the opening will allow the purchase of some of the equipment to be carried over to another budget year so that the maximum amount of renovation can be realized from our funds, the President said.

#### **Agenda Item 8.b.(3) - Fiscal Year 2000 Operations and Grants Budget Recommendation Update**

This budget presentation reflected the Governor's recommendations. As Trustee Moser indicated previously, the Senate trimmed the IBHE recommendation by \$364,000. The President thought that base cut was the smallest of all the cuts applied to the higher education budgets by the Senate committee. Also as indicated earlier, the focus was placed on deferred maintenance, with which the university agrees, President La Tourette said, but it is essential that the universities and the Board of Higher Education be given some time to come up with a plan that could address this \$800 million problem over a five- to ten-year period. Fortunately, the funding for the 3 percent base salary increase was protected. The funding for the one percent add-on to improve the competitiveness of salaries has been protected, and the university will match that

additional one percent. The university needs a five percentage point package to become more competitive. The way I look at this is that we have a kind of deferred maintenance in personnel, as important as the deferred maintenance in our physical facilities, the President said, so we really have to balance this and try to deal with these two critical issues.

The disappointment, of course, as already mentioned, was the deletion of the programmatic requests, some of which were directed toward MIS and Computer Science, programs of very high significance, not only for NIU but also for the state in providing for the state's workforce needs of the 21<sup>st</sup> Century. It is hoped that most of these funds can be restored when the House considers the budget. We will not know the final outcome, however, until closer to the end of the session when some compromise is worked out between the House and the Senate.

**ITEM DIRECTLY FROM THE PRESIDENT**

**Agenda Item 8.c.(1) - Summary of Grant and Contract Awards**

This summary of grants and contracts received by the university for this period totals approximately \$5.5 million. The total accumulation of grants and contracts for FY99 thus far is approximately \$22 million. It appears that the university is at or slightly ahead of last year's total for grants and contracts.

Referring to a comment made by Trustee Moser earlier in the meeting, Chair Boey said that the budget is still a work in progress and a lot of compromises need to be made when the House and the Senate meet again. Chair Boey recessed for lunch at 12:15 p.m.

**BOARD OF TRUSTEES MEETING RECONVENED**

Chair Boey reconvened the public meeting of the Board of Trustees at 1:27 p.m.

**PRESIDENT'S REPORT NO. 18 (CONTINUED)**

**UNIVERSITY RECOMMENDATIONS FORWARDED BY THE BOARD COMMITTEES**

**Agenda Item 8.a.(1) - Fiscal Year 2000 Student Fee Recommendations**

The student fee recommendations were forwarded after review by the Finance, Facilities and Operations Committee. The recommended increase in fees averaged 2.45%. Adding the \$1 fee that was approved by the Board in 1997 brings the increase to 4.4%. The detailed recommendations showed that, in almost every case, the recommendation within the individual fee area is 3% or less, and, in many cases, there are no fee increases being recommended. I think this is a reflection of the kind of approach to fiscal matters that the Board has asked the university to follow, President La Tourette remarked, and that is to provide fee increases only for additional services or to cover additional costs to maintain services. These fees apply to both undergraduate and graduate students as well as professional students in the College of Law.

Student Trustee Sosnowski, who attended the Finance, Facilities and Operations Committee meeting, reiterated that in conversations with student leaders around

the state, Northern's process is one of the most productive in tying student input into the whole student fee process. This is an active process in which students are involved every step of the way, learning how the fees work, learning where the money goes, figuring out if we need an increase and why the increase is warranted. He commended the administration for putting together a process that incorporates student input in every aspect of the fee process.

Trustee Siegel inquired about the difference in the student fees being based on students registered for 12 or more credit hours and the tuition increases passed last year based on a student taking 15 or more credit hours. President La Tourette stated that the tuition schedule is based on charges beyond 12 credit hours. In the case of student fees, the 12-hour credit registration is the maximum fee charge. So, if a student goes beyond 12 hours, there are no additional student fee charges. Trustee Siegel said that really would underscore the intent of the Board and the administration to address the affordability issue by lowering the cost to students who take 15 hours a semester. Chair Boey asked for a motion to approve the FY00 Student fee recommendations. Trustee Sanchez so moved, seconded by Trustee Moser. The motion was approved.

#### **Agenda Item 8.a.(2) - Fiscal Year 2000 Room and Board Rate Recommendations**

The room and board rates were recommended through the same process as those for the student fees with a great deal of consultation between residence hall staff, food service staff and students. The rates are worked out in great detail to be consistent between various facilities on campus, President La Tourette said, and those that are now being or have been renovated. Since the renovation of the north towers of the Stevenson complex, those rooms are very much in demand. We looked at the overall costs for students attending the Mid-American Conference institutions, the President said, many of which are very comparable to NIU. They include three institutions in Michigan, several in Ohio including Miami of Ohio, Ball State in Indiana, the State University of New York at Buffalo and Marshall University in West Virginia. Northern Illinois University ranks ninth in overall costs among the 13 institutions in the Conference. Chair Boey asked for a motion to approve the FY00 Room and Board Rates. Trustee Grans so moved, seconded by Student Trustee Sosnowski. The motion was approved.

#### **Agenda Item 8.a.(3) - Fiscal Year 2000 Out-of-State Tuition Recommendation**

Last year the ratio of tuition charged for out-of-state students was reduced from 3:1 to 2.5:1. The original 3:1 ratio was based on a proposition that is no longer valid, President La Tourette reported. Over 20 years ago, about 67% of the cost of instruction was provided in state support, and the university was expected to charge a tuition that would represent about 33% of the total. Students from out of state would not receive any state subsidy but would pay the full cost. That has changed a great deal due to the fact that state support for higher education has not kept up with the costs. Though it was first thought to be an approximate 2.5:1 ratio, it turned out to be closer to a 2:1 ratio. The university recommended reducing the ratio of 2.5:1 to 2:1, which would mean that out-of-state students would not be charged more than the cost of instruction. This ratio brings us into balance by providing no subsidy for out-of-state students, but at the same time,



not charging them more than the actual cost of instruction. It was noted that some of the other universities have already changed their ratios from 3:1 to 2:1. Chair Boey asked for a motion to approve the new ratio of 2:1 for out-of-state tuition beginning in the fall of 1999. Trustee Sanchez so moved, seconded by Trustee Moser. The motion was approved.

#### **Agenda Item 8.a.(4) - Huskie Bus Contract Fiscal Year 2000 Contract Renewal**

The Huskie Bus contract is a service students originated at Northern Illinois University many years ago. It is operated on a contract basis with an outside vendor. The contract was worked out with considerable consultation with student groups involved in the operation of the bus system. This request is an authorization for the renewal of that contract for the operation of the Huskie Bus system in the year FY00 at \$1,939,879. The modest five-cent increase in credit hour fees required to support this budget was included in the FY00 Student Fee recommendations approved in 8.a.(1) above. The university continues to have very good service at a reasonable rate with the arrangement through ACT VanCom Transportation. Chair Boey asked for a motion to approve the renewal of the Huskie Bus contract for FY00. Student Trustee Sosnowski so moved, seconded by Trustee Grans. The motion was approved.

#### **Agenda Item 8.a.(5) - Student Accident and Sickness Insurance - Fiscal Year 2000 Contract Renewal**

Again, the President said, we worked closely with the students on student accident and sickness insurance. This insurance is for those students who do not have family or other coverage, and it permits them to cover their insurance needs at a reasonable rate. The increase in student fees for insurance was \$0.22 per credit hour. The \$4 million not-to-exceed amount is based on the university's estimate of how many students will be involved times the cost of their involvement. Chair Boey asked for a motion to approve the FY00 student accident and sickness insurance contract renewal. Trustee Moser so moved, seconded by Trustee Sanchez. The motion was approved.

#### **Agenda Item 8.a.(6) - Printing Services Copier and Controller System - Fiscal year 2000 Contract Renewal**

This item was a contract renewal for printing services, copiers and controller systems throughout the campus. This contract for \$680,000 covers the entire university's needs. In answer to questions from Trustee Siegel, President La Tourette said that there are some charge-backs to the departments and units that use these services. Chair Boey asked for a motion to approve the FY00 printing services copier and controller system contract renewal. Trustee Sanchez so moved, seconded by Trustee Grans. The motion was approved.

#### **Agenda item 8.a.(7) - Fiscal Year 2000 NIU Foundation Professional Services Contract**

This is a contract between the university and the NIU Foundation in the amount of \$360,000. The Foundation provides the support the university needs to carry out its advancement programs. There is essentially a wash between the services that the university provides to the Foundation and the services that the Foundation provides back to the university, President La Tourette said. This is a

procedure that has been followed for many years to maintain an appropriate relationship between the university and the Foundation pursuant to Legislative Audit Commission guidelines. Board Chair Boey asked for a motion to approve the NIU Foundation professional services contract. Trustee Moser so moved, seconded by Trustee Grans. The motion was approved.

#### **Agenda Item 8.a.(8) - DuSable Hall - Performance Contract**

The performance contract is a new procedure that allows the university to enter into contracts that will have a payback, usually a ten-year payback plan. This performance contract is with an energy services corporation which, under the conditions of the contract, has to meet the projected energy savings. Since this is a new procedure, President La Tourette asked Dr. Williams to give the Board a brief explanation of how it works and how it is beneficial to the university to enter into these performance contracts. Dr. Williams explained that the state legislature enacted Public Act 90-0486 to provide the opportunity for universities to pursue contracting with companies that would provide all of the necessary resources for certain improvements that could be recaptured through energy savings. This is a way to maximize the existing resources that the state universities have, and, thereby, take advantage of utility savings to actually cover the costs. At this point, Dr. Williams said, our thinking is to first try this on a small scale with the DuSable Hall project. Some of the state institutions are doing \$8 to \$14 million projects, he said, but we want to see how the statute and the whole system work before we make a commitment at that level. It is a very positive project. The university has a ten-year agreement with a very good company. Again, he said, the university does not have to put any of its resources out there; the company is totally at risk.

Trustee Grans mentioned that the Finance Committee had discussed this and she thought it was a very innovative procedure. I also applaud the university for taking this model approach to see if it can be applied on a broader scope, she said, rather than doing it the other way around. She asked that the university keep the Board informed on the progress of the project so they will know in another year or two whether or not it can be applied in other places. Chair Boey asked for a motion to approve the DuSable Hall performance contract. Trustee Sanchez so moved, seconded by Trustee Grans. The motion was approved.

#### **Agenda Item 8.a.(9) - Athletic Sports Camps Housing and Meal Expenditure - Fiscal Year 2000 Authorization**

During the summer, the university hosts athletic sports camps for which housing and meal expenditures have been bid out in the past. We are fortunate this year, President La Tourette said, to have an internal bid from our own residence halls and dining services. We are asking that the university be allowed to collect up to \$480,000 in support of these sports camps, he said, and then use those funds to reimburse our residence halls and dining services for their services. Since these camps are held during the summer when the residence halls are not fully occupied, the university can have some of its fixed costs covered as well as its variable costs. Chair Boey asked for a motion to approve the FY00 athletic sports camps housing and meal expenditure. Trustee Siegel so moved, seconded by Trustee Moser. The motion was approved.

### **Agenda Item 8.a.(10) - Academic Computing Services Student Computer Lab Computers**

President La Tourette said that the university's Academic Computing Services (ACS) provides and maintains approximately 1,000 computers in 12 student computer labs located throughout the campus. Periodic replacement of this equipment is necessary to maintain state-of-the-art operating systems and software for student use. In order to take advantage of the special pricing available for these purchases, the university would like to purchase 263 new computers. With a contingency for additional departments to order units, the university is requesting Board of Trustees approval of \$460,000 for this purpose. Chair Boey asked for a motion to approve the purchase of computers for the ACS student computer labs. Trustee Siegel so moved, seconded by Trustee Grans. The motion was approved.

### **Agenda Item 8.a.(11) - Holmes Student Center - Roof Replacement**

Both the southeast and southwest sections of the roof on the Holmes Student Center need to be replaced. To avoid the waste of holding two bid openings, executing two contracts and coordinating two roofing contractors, the President said, it was more efficient to combine the two projects and eliminate the unnecessary duplication of effort. The university requested Board of Trustees approval of \$445,000 for the replacement of the southeast and southwest sections of the Holmes Student Center roof. Chair Boey asked for such a motion. Trustee Sanchez so moved, seconded by Trustee Moser. The motion was approved.

### **Agenda Item 8.a.(12) - Campus Child Care Center Budget Revision**

The Campus Child Care Center received project approval at the December 1996 meeting of the Board of Trustees. The original budget was set at \$3.1 million and included providing space for the Child Development Laboratory (CDL) as an alternate. Construction bids received in February 1999 exceeded the estimated construction budget, excluding the CDL alternate. President La Tourette stated that in order to construct the Child Care Center with no alternates, the budget had to be augmented by an additional \$209,000 for a total budget of \$3,309,000. These funds are available through the university's bond reserve account. In answer to a question from Trustee Siegel, Dr. Williams said that there was a contingency in the original bid because the university always wants to maintain some flexibility if there is a cost overrun or some other unforeseen circumstance. The university bid the project, the specific scope, program and drawings. Up to that point, Dr. Williams said, the budget was established through our best-guess estimates and the estimates given to us by our architects. Once the real numbers from the bidding are received, they have to be compared with the budget. The amount requested covers the final total for construction plus a contingency, Dr. Williams said. Student Trustee Sosnowski asked what number of children the new Child Care Center would be able to serve. Some NIU students use this service only one day a week and some only two or three hours a day, so the count would include many part-time children, and some university employees utilize it on a weekly basis. The center is now servicing about 45 children, Dr. Williams said, and through the expansion, that number will increase to almost 200. Trustee Sanchez said that the Child Care Center was discussed in his Finance, Facilities and Operations Committee meeting, and he thought it was

important for the public to know that NIU and its Board are going to be ahead of the curve when it comes to issues like this. Childcare is an issue that is being debated around the country, but there is no such debate here. We know how important it is to the staff, and the students, he said, and it has been a privilege for the Board members to deal with these kinds of issues and to be ahead of the curve. Chair Boey asked for a motion to approve the campus Child Care Center budget revision. Trustee Sanchez so moved, seconded by Trustee Grans. The motion was approved.

### **Agenda Item 8.a.(13) - Fiscal Year 2001 Budget Guidelines**

The budget guidelines for FY01 reflect our commitment to make our salaries more competitive, the President said. A 5.5% salary increase was recommended for faculty and staff. Also in the programmatic areas, the budget deals with some of the priorities that will advance workforce development and preparation. The budget guidelines also included a request for \$1.5 million for deferred maintenance. There is a heavy emphasis on technology, information technology and the other kinds of technology that not only are needed for efficient operation of the university, President La Tourette said, but also for the programs that increasingly are using technology, and that is practically every program on campus now. I ask your approval of these guidelines so that we can articulate and defend them to the Board of Higher Education as part of their budget building process for the year 2001. Trustee Siegel pointed out that the budget guidelines are what the university is requesting, and, not necessarily what will be granted. He pointed out the salary increase line where the university has been asking for a 5.5% increase for the last several years. The Illinois Board of Higher Education, which reviews our budget and then submits it with changes to the Governor, has modified that down to 3%, he said, and the Governor only allocated the 3%. So, we are going to try again, and will keep trying to get more state support. There are only a couple of things we can do to get money outside of asking the state for it, Trustee Siegel said, and they are either to reduce our expenses or to increase our revenue from other sources, like tuition and fees, which is something we do not want to do. Board Chair Boey asked for a motion to approve the university's FY01 budget guidelines. Trustee Siegel so moved, seconded by Student Trustee Sosnowski. The motion was approved.

### **Agenda item 8.a.(14) - Convocation Center and Recreational Facilities Project**

President La Tourette asked Dr. Williams to present Agenda Items 8.a.(14) through 8.a.(14)(c), which were all part of the convocation center project.

When I came to NIU 29 years ago, Dr. Williams said, I was told two things. First, that there would be an extension of the tollway from Aurora to DeKalb, and second, that there would be a convocation center built at this campus. It took about eight years to get that extension to I-88, he said, and it has taken about 28 years for us to come to the convocation center.

At the December Board Meeting, following discussions with the FFO Committee in November, the President identified three university needs. They dealt with Title IX compliance, the need for additional campus recreation and the need for additional campus parking. We were charged by the Board to look into the feasibility of addressing these needs separately or alternatively through the

construction of a convocation center, Dr. Williams said. At the January 14 Board Meeting, a feasibility plan that included the construction of a convocation center, providing additional parking through the convocation center and the renovation of Evans Field House as part of the recreation program was reported as the most feasible and cost effective approach. At that meeting, the Board directed the university to refine this plan, work with consultants and come back with specific items for Board action.

Dr. Williams then gave a brief overview of the three components of the plan. The first component dealt with recreation. We have worked with the Recreation Department, he said, and were able to develop a comprehensive recreation program utilizing the existing Recreation Center combined with a renovated Evans Field House. Certain types of activities would be provided in the Field House that are not available in the Recreation Center. These include additional volleyball courts, an indoor soccer field, an indoor floor hockey field, a golf practice area and a jogging track. There also would be a space for the outdoor recreation rental center. There would be meeting rooms, locker rooms and offices for student organizations. This plan provides an opportunity to expand recreational services to meet demand, and it occurs in a way that complements what is already available in the Recreation Center. We were very pleased with the fact that we were able to do this renovation under existing fees, Dr. Williams said, without imposing any additional costs on student fees.

The second component of the plan dealt with the construction of a convocation center that would address Title IX issues by providing indoor track facilities. It would also provide space for concerts, conventions, meetings and activities of that type, career days and sports. Consultants were asked to assist in assessing the financial feasibility of the project, sizing it, and from the general program and the requests of the users, to translate that into a viable facility. The consultants' findings were then shared with the committee, with Dr. Williams giving brief concluding remarks.

We have reached this point through a very open and collective process that has involved all aspects of the university community, Dr. Williams said, especially including our students who have worked hand-in-hand with us at every stage of this plan development. The other thing that I would like to make very clear is that what is before us today is a concept. We have not gone into specifics on construction drawings or on hard design, he said, but we have gone as far as necessary to establish cost and design feasibility to make sure that we could build something that addressed the program as well as meet the budget constraints we were facing. Once we were able to do that, this phase of the work ended. I do not want people to leave with this image and think that is it, Dr. Williams said. There is much work to be done relative to that design. He extended his appreciation to the consultants and NIU staff. Chair Boey said that the Board owed these people a vote of thanks for giving up precious time during the Christmas and New Year holiday period in order to put this information together and come back to address the Board in January. President La Tourette thanked Dr. Williams, the members of his staff and the outside advisors. Certainly, without a lot of hard work, he said, we could not have come to the point of having a very good package that will address the needs identified back in November and December.

### **Agenda Item 8.a.(14)(a) - Evans field House Remodeling Project**

The renovation of the Chick Evans Field House is being included in the package to make sure it is understood that as soon as the convocation center is completed and open the renovation project described herein will immediately commence. I have found in traveling across the country that recreation is in very high demand on college campuses, the President said. Though we have some very fine facilities already, many schools we compete with are already catching up to us. When we complete the work before us on the Evans Field House, he said, we will have one of the largest and most comprehensive recreation programs in the nation for our students. The \$2.25 million in funds needed for this project will come out of the reserve account, and there will be time to build this reserve further as the construction proceeds on the convocation center. We want to make sure everyone understands that there is a firm and absolutely irrevocable commitment on the part of the university leadership and the Board of Trustees to carry out the Chick Evans Field House renovation as part of this overall approach to our needs, the President concluded. He asked the Board to approve the Evans Field House remodeling project.

Chair Boey repeated some of the comments he made during the last Finance, Facilities and Operations Committee meeting when that body endorsed the convocation center. I am addressing the subject of the convocation center, he said, as well as the related recreation facilities and other activities. This project is about meeting the needs of the university. Sports are a part of it, the Chair said, but it is not sports driven. It is about the future growth of the university. It is about competing for market share. We are in the education business, and we have to compete for our market share. At the same time, Chair Boey said, this is really about growing the value of an NIU degree, which I believe Trustee Siegel has also previously stated. When they receive a degree from the university, graduates want to know that it is going to grow in value as the years go on and not regress. The only way to maintain that value is to be associated with a growing university; there is no other way to do it. This is sorely needed. As strong as the university has been in the last five or ten years, the next five to ten years should be an exciting growth period, Chair Boey said, and I am glad that we here on the Board of Trustees are part of the beginning of all this.

I know it is somewhat unpleasant sometimes for people to have to pay for something that they may not have an opportunity to use at the time some of the payments are made, Trustee Siegel said, but that was true of students five and ten years ago, who funded the Recreation Center, the Student Life Building and some of the other facilities on campus that our students treasure today. Education includes more than what occurs in a classroom. One of the goals of the educational process is ultimately to go out into the workforce. When we have a career day that is expanding by leaps and bounds and do not have a place to house it so that prospective employers can come in, set up booths and talk to our students, Trustee Siegel said, it makes it very difficult to achieve those goals. I did say, and I stand by it, that the value of a degree increases with the prestige and growth of the university, Trustee Siegel stated.

Student Trustee Sosnowski said that Dr. Williams was absolutely correct that students had been involved every step of the way. In a way, we almost put the student fee process that I complimented earlier to shame, he said, because I

think this process was even more inclusive than the student fee process as far as planning, presentation and getting the word out through the web page and a week's worth of forums put on by the students. He read parts of a resolution passed unanimously by the Student Senate in favor of the convocation center. Along with their endorsement, they encouraged the Board of Trustees and the university to research alternate funding, in the form of sponsors and donors to lighten the cost of student fees. Outside of that concern, he said, the student government understood the Title IX problems, the need for more parking and also the need for expansion of the campus Recreation Center. I think that is a good reading on the sentiment of the students, Student Trustee Sosnowski said, and it is good to see that everybody is behind this project. With that type of backing from all facets of the university, it will make this project the best it can be.

**THIRTIETH STUDENT SENATE  
SENATE RESOLUTION 010**

**WHEREAS**, the Northern Illinois University Board of Trustees is planning a vote to approve a convocation center, and

**WHEREAS**, a convocation center would alleviate three issues that affect our Campus: the mandate to comply with Title IX Statutes, the need for additional parking and the need for additional recreation space for the Campus Recreation Center due to overwhelming growth, and

**WHEREAS**, a convocation center would not only be used for Athletic and Recreational Facilities but also for graduations, entertainment events and conventions, which generate revenue and notoriety for the university and the City of DeKalb,

**THEREFORE BE IT RESOLVED** by the **THIRTIETH STUDENT SENATE OF NORTHERN ILLINOIS UNIVERSITY** that we value Tradition, Pride and Excellence, and

**BE IT FURTHER RESOLVED** that the Thirtieth Student Senate supports a convocation center to address the aforementioned issues, and

**BE IT FURTHER RESOLVED** that, although we recognize all of the convocation center's benefits, we urge the Board of Trustees to seek alternative funding in addition to student fees to offset the cost, and

**BE IT FURTHER RESOLVED** that copies of this resolution be sent to the Chair of the Board of Trustees, the President of the University, the Executive Secretary of the University Council and the Student Trustee.

Witnessed:

\_\_\_\_\_  
Michael J. LaPidus  
Speaker of the Senate

\_\_\_\_\_  
Ronciel Joy S. Molano  
President

Trustee Grans said that the Evans Field House remodeling project would also be good for recruitment and retention of the student body as well as for faculty

because they all want more physical activities and recreation. It is innovative, it is appropriate and it is a very good part of the whole aspect, she said, and we should not lose sight of that.

Chair Boey asked for a motion to approve the renovation of the Evans Field House. Trustee Sanchez so moved, seconded by Trustee Grans. The motion was approved.

#### **Agenda Item 8.a.(14)(b) - Conceptual Design and Development Agreement**

This item dealt with the approval of the site and design concept plans and the extension of the authority to initiate any required selection processes and enter into all agreements required for full development of the project as previously approved by the Board of Trustees. The project budget is not to exceed \$35,850,000 subject to applicable statutes and Board of Trustees *Regulations*. This is the approval to allow the university to proceed with the second phase of the project, President La Tourette said, and to work out all of the necessary agreements and other procedures that need to be followed consistent with state statutes, NIU Board *Regulations* and all other steps that have to be taken at both the local and state levels.

Trustee Sanchez said that Trustee Siegel had already mentioned the possibilities for holding the Job Fair in the convocation Center. Personally, it will be like we have gone full cycle, he said, because back in 1970, 3,000 to 4,000 people went to the Huskie Stadium for graduation ceremonies, and we were blessed not to have rain. The graduation ceremonies were then switched to the Evans Field House. Now they are held in the Holmes Student Center. It will be nice when we go full cycle and have a wonderful facility for graduation and other special ceremonies. It is a very exciting time, Trustee Sanchez said, and I look forward to still being around to enjoy that both as a Trustee and as an alumnus.

At one time or another, Chair Boey said, the Trustees have been at the Evans Field House to attend commencement exercises. When I become a grandparent and attend my grandchildren's ceremonies, I hope I will not have to go through what the present grandparents go through now. On the happiest day of their lives, he said, I think they deserve better than to sit on benches with no seat backs, climb up bleachers, and sit there for three hours to wait for the moment when their grandchild goes up to receive the degree. Chair Boey asked for a motion to approve the conceptual design and development agreement portions of the convocation center project. Trustee Sanchez so moved, seconded by Trustee Moser. The motion was approved.

#### **Agenda Item 8.a.(14)(c) - Funding and Fee Structure**

The last element of the convocation center project was the funding and fee structure that has been worked out to allow the university to move ahead with the project, President La Tourette said, yet not impose the full fee on students until the project is completed and the building is open. We would like to be able to move ahead and have the building open in early Fiscal Year 2002, which is the fall of 2001, assuming an approximate 24-month development period. The President complimented Student Trustee Sosnowski, Student Association President Joy Molano and the other students who frequently met with the committee. They went out and talked to other students, held student forums and



have been on top of this situation all the way, President La Tourette said, and they should be because this is a major investment for the students as well as for the university.

I would like to emphasize that this came out much better than I had ever hoped, the President continued. The maximum figure being requested is slightly less than what was estimated to do the three projects separately. And we have hardly touched on some of the benefits that will accrue to the university for convocations, commencements and other activities that cannot be properly housed at the university right now. Also, since we now have the concept and Board approval to proceed with the convocation center, he said, I am sure Mike Malone and Mallory Simpson, of our Development and University Relations area, are very much committed to enhancing this facility and, hopefully, keeping student costs down. Chair Boey asked for a motion to approve the funding and fee structure for the convocation center project. Student Trustee Sosnowski so moved, seconded by Trustee Siegel. The motion was approved.

President La Tourette expressed his appreciation to everyone who has worked on this project. Not everyone that has worked on it is here today, but we have had a lot of help. I know Dr. Williams is very appreciative of all of the help that we have had, he said, both internally with faculty, staff and students, as well as with our friends from various outside firms. Chair Boey said that Dr. Williams should also be recognized for his commitment and devotion of time during the holiday period to finalize the presentation of the convocation center project.

#### **Agenda Item 8.a.(15) - Recommendations for Faculty Promotions, Tenure and Promotions with Tenure**

Recommendations for faculty promotions, tenure and promotions with tenure were discussed and endorsed by the Academic Affairs, Student Affairs and Personnel Committee on March 25. To answer a question from Trustee Siegel, Dr. La Tourette said that these recommendations had been initiated at the departmental level, reviewed and approved at all the required levels and, finally, reviewed by a committee chaired by the Provost. The Provost and I have discussed this list, President La Tourette said, and I can certify to you that these people meet the standards as established by the Board of Trustees and further articulated by the university. Chair Boey asked for a motion to approve the recommendations for faculty promotions, tenure and promotions with tenure. Trustee Moser so moved, seconded by Trustee Grans. The motion was approved. Chair Boey and all of the Trustees offered their congratulations to all of those recommended for faculty promotions, tenure and promotions with tenure.

#### **Agenda Item 8.a.(15)(a) - Tenure Appointment Recommendations**

President La Tourette departed from the agenda to bring two additional tenure recommendations to the Board. I want to highlight two very significant appointments being made in the Department of History, the President said. He asked Provost Carroll Moody to present a brief background on each of these people. We are extremely pleased to announce these appointments which will address some vacancies experienced in the university's history program with the death of a colleague several years ago, Jordan Schwartz, and with the recent retirement of Bruce Lincoln, both giants in the field of history.

This is a very seldom made request to the Board, Provost Moody said. In order to fill two critical positions occasioned by a retirement and the death of one senior level faculty member, the Dean of the College of Liberal Arts and Sciences and the Provost approved two senior level searches in the Department of History. These searches were successful in attracting two established teacher scholars who will make their major contributions to the department's undergraduate and graduate programs through their teaching, research and mentoring of Ph.D. students. Because both persons have tenured positions at other institutions at present, the university requested that the Board approve tenure beginning with their appointment on August 17, 1999. This request comes with the unanimous recommendation of the Department of History and the College of Liberal Arts and Sciences.

Dr. Moody read a few of the many accomplishments of each of the appointees. Dr. David Kyvig received his Ph.D. at Northwestern University in 1971. He served as an archivist in the Office of Presidential Libraries from 1970 to 1971; a Fulbright Scholar of American Civilization at the University of Tromso in Norway from 1987 to 1988; and since 1985, he has been a tenured professor of history at the University of Akron. In 1996, he published *Explicit and Authentic Acts: Amending the U. S. Constitution, 1776-1995*. This book received the Bancroft Prize, one of the most prestigious awards given to a historian in the United States, as one of two outstanding works in American history. It also received wide notice beyond the scholarly community as a History Book Club selection. He is currently completing editorial work on a collection of essays to be entitled *Unintended Consequences of Constitutional Amendment*. He has also edited or co-written several other books and currently has two book projects under contract with publishers. His tenure recommendation at the University of Akron, based on peer review, extolled his teaching, saying that he commands the materials magisterially, presents them vividly, engages students, and carries one of the heaviest teaching loads of the 20 members of the department at the University of Akron. He is also very active in his profession, having served as president of the National Council for Public History and as the Governor's appointee on the Ohio Bicentennial Commission.

Dr. Christine D. Worobec received her Ph.D. in History at the University of Toronto in 1984. She is now an Associate Professor of History at Kent State University, where she also directs the Soviet and East European Studies program. During the summer of 1998, she was a Visiting Professor at Harvard University. Princeton University Press published her first book, entitled *Peasant Russia: Family and Community in the Post-Emancipation Period*, in 1991. That same year, the University of California Press published her edition of *Russia's Women: Accommodation, Resistance, Transformation*. She is currently finishing a book entitled *The Bedeviled Village: Hysteria, Shrieking, and Witchcraft in Russia*, to be published by the NIU Press. She has published many articles, book chapters and book reviews, and presented a large number of papers at scholarly meetings. Among her many accomplishments, she was elected president of the Association for Women in Slavic Studies. She is a member of the Executive Board of the Midwest Slavic Association, and the Executive Council of the Ohio Academy of History. Dr. Worobec has also distinguished herself as a highly effective teacher. She has taught a wide variety of courses, covering European and world history, as well as her specialty, Russian

civilization. She has won numerous teaching awards at Kent State University. Chair Boey asked for a motion to approve the granting of tenure appointments to Dr. David Kyvig and Dr. Christine Worobec. Trustee Sanchez so moved, seconded by Trustee Moser. The motion was approved.

**Agenda Item 8.a.(16) - Recommendations for Faculty and Staff Sabbatical Leaves for 1999-2000**

The recommendations for faculty and staff sabbatical leaves were presented for FY00. These recommendations were also reviewed by the Academic Affairs, Student Affairs and Personnel Committee at its March 25 meeting. The President asked the Board's approval. Chair Boey asked for such a motion. Trustee Grans so moved, seconded by Student Trustee Sosnowski. The motion was approved.

**Agenda Item 8.a.(17) - Request for a New Minor**

New minors require the approval of the Board of Trustees. This request has received approval from curriculum committees at the department, college and university levels of the university and the concurrence of the Provost. The university requested approval of the establishment of the Interdisciplinary Minor in Chinese or Japanese Studies. Chair Boey asked for such a motion. Trustee Sanchez so moved, seconded by Trustee Siegel. The motion was approved.

**Agenda Item 8.a.(18) - Request to Delete Existing Emphasis**

The Board of Trustees has the final authority to delete academic programs or subdivisions of major programs such as emphases in undergraduate programs. The university recommended deleting the Emphasis in Theatre Education within the B.F.A. in Theatre Arts. The deletion of an existing program through the university's program review process indicates that the program is no longer in demand by students. This request also has received approval from curriculum committees at the department, college and university levels of the university and the concurrence of the Provost. Chair Boey asked for a motion to approve the deletion of the existing Emphasis in Theatre Education within the B.F.A. in Theatre Arts. Trustee Grans so moved, seconded by Trustee Sanchez. The motion was approved.

**ITEM DIRECTLY FROM THE PRESIDENT**

**Agenda Item 8.c.(2) - Presentation by Ms. Joanne Dempsey, Executive Director of the Illinois Council on Economic Education**

President La Tourette introduced Ms. Joanne Dempsey, Executive Director of the Illinois Council on Economic Education (ICEE), for a brief presentation. NIU has housed this office for the program in Illinois for many years. This is a program that provides an excellent opportunity for school children to learn more about economics and to be more prepared for the working world.

It is an honor to be here to talk about our work, Ms. Dempsey said, and to express our appreciation to the university for the long support that we have had and for this great partnership. Although the Illinois Council on Economic Education has a fairly high level of visibility in the education and business communities throughout the state, our visibility on the NIU campus tends to be

fairly limited. With two major events imminent, a campaign for economic literacy and the ICEE 50<sup>th</sup> anniversary, she said, it seemed like a timely opportunity to present this brief report to the Board to make you more aware of the role that ICEE plays as an ambassador for the university. The Sunday, April 18, *Parade Magazine* cover story was a report on the results of a new Harris Poll on economic literacy. That poll was initiated by the ICEE national office, Ms. Dempsey said, and the report signaled the official kickoff of a five-year campaign for economic literacy. The Illinois Council and the 47 other state councils for economic education will be participating in this effort to increase economic literacy throughout the nation. The Council will use this campaign to further expand its work in Illinois schools and to increase its support in the corporate community. ICEE, the oldest state Council on Economic Education in the nation, is ranked among the strongest of the 48 that exist and will celebrate its 50<sup>th</sup> anniversary in 2001.

ICEE has been on the NIU campus since 1973, Ms. Dempsey said, which means that we have spent more than half of our life here on the campus. As one of several public service units in the Division of Continuing Education, we are proud to be part of NIU's mission of community service and public outreach. Our outreach is primarily to three audiences: the K-12 schools, both teachers and students; the business community; and other institutions of higher education in Illinois. Ms. Dempsey noted that ICEE works with K-12 schools through the state through nine university-based centers. It is ICEE's mission to see that every student leaves high school with the skills and the knowledge to be productive workers and entrepreneurs, to be knowledgeable consumers, prudent savers and investors, responsible citizens, competent decision makers and effective participants in a global economy. We reach nearly 3,500 teachers and 250,000 students annually, she said, bringing visibility for the university to the education community statewide. We are recognized by the Illinois State Board of Education as the leader in economic education, teacher in-service and curriculum development. With two boards totaling nearly 90 community leaders, Ms. Dempsey said, we bring visibility to NIU as well as to the business community in Chicago and throughout the state. In addition, NIU serves as an outstanding example through its exemplary support of the Council to the other universities where centers are located. We are deeply grateful for that support from the university and hope to continue this model partnership for many years. I would like to express my personal thanks to President La Tourette for his support in arranging this opportunity to share our work with you, Ms. Dempsey concluded, and I also want to thank Provost Moody and Dr. Janet Lessner, in Continuing Education, for their support of the Council and its mission.

President La Tourette mentioned that at least three Board members had attended the annual meeting of ICEE, most recently, Trustee Grans and Trustee Siegel, and in previous years, Trustee Sanchez. I have a personal interest in this as an economics major, the President said, in that people need to be better prepared economically for the working world.

#### **OTHER MATTERS**

Chair Boey recognized and congratulated Mr. Andy Small, one of the UAC Representatives and President of the Operating Staff, and Student Trustee

Joseph Sosnowski, who were both elected as City of DeKalb Aldermen in their respective districts.

**Agenda Item 9.a. - Northern Illinois University's Exhibition of Excellence - Resolution**

Trustee Moser stated that on February 24, Northern Illinois University hosted its first "Exhibition of Excellence" at the Illinois State Capitol in Springfield. Over 150 Northern Illinois University staff, faculty and students were involved in putting together the very successful one-day effort. The displays used to line the main corridor of the State Capitol were set up in the meeting room for Board members and the campus community to review. Trustee Moser reported that the Jazz Band's performance in the Capitol Rotunda over the noon hour was a highlight for many in the Capitol. Since their performance, many requests have poured in for copies of their latest CD. Northern Illinois University's Exhibition of Excellence took almost one year of planning and coordination, he said, but the day came together flawlessly. Much was accomplished in communicating the exciting and innovative educational opportunities at Northern Illinois University to the state legislature. Accountability is the buzzword in Springfield these past few years, Trustee Moser said, and Northern Illinois University must consistently demonstrate the excellent programs we offer to students for undergraduate, graduate and lifelong learning.

Trustee Moser presented a resolution for approval by the Board of Trustees expressing the Board's appreciation to the staff, faculty and students involved in making Northern Illinois University's Exhibition of Excellence such an outstanding success. This took a considerable amount of planning on the part of many, he said, and I think it is important to acknowledge that staff commitment and express our appreciation directly to all those involved.

**NORTHERN ILLINOIS UNIVERSITY'S EXHIBITION OF  
EXCELLENCE  
February 24, 1999  
ILLINOIS STATE CAPITOL - SPRINGFIELD**

**RESOLUTION**

**WHEREAS**, Northern Illinois University hosted its first-ever "Exhibition of Excellence" at the Illinois State Capitol in Springfield on February 24, 1999; and

**WHEREAS**, over fifteen unique and innovative programs at Northern Illinois University were highlighted and presented to Illinois legislators, staff and Springfield area alumni; and

**WHEREAS**, the world-renowned Northern Illinois University Jazz Ensemble performed in the Capitol Rotunda for hundreds of legislators and staff; and

**WHEREAS**, participation in the "Exhibition of Excellence" was extraordinary by the Board of Trustees, Senior Cabinet, Administrative and Operations Cabinets and the Deans, as well as key faculty and staff involved in the design and development of such innovative programs as the Lincoln Digitization Project, world-

class basic research in Family Violence issues, the Center for Governmental Studies' Illinois Legislative Information System (a CD-ROM system with complete information about legislative assignments, geographical information and demographics for each legislative district), nationally-recognized Anthropology program, world-renowned visual and performing arts, APS (Advanced Proton Source), the innovative Internet commerce curriculum, and public interest law, among others; and

**WHEREAS**, the Board of Trustees is dedicated to maintaining and enhancing the quality of academic programming at the university while maintaining affordability; and

**WHEREAS**, the Board of Trustees recognizes the importance of communicating the University's teaching, research and public service mission to the Illinois General Assembly; and

**WHEREAS**, the involvement of and commitment to excellence on the part of the Northern Illinois University community (faculty, staff and students) in designing state-of-the-art programmatic displays including the ability to utilize same in the future in other venues is deeply appreciated — Neil Colwell, Pat Erickson, Joe King, Paolina Milana, Jennice O'Brien, Mariano Spizzirri and Bart Woodstrup; and

**WHEREAS**, the Board of Trustees would like to express special appreciation to Melanie Magara, Director, Office of Public Affairs, and Ellen Andersen, Director, Office of Special Events, for the many hours involved in planning "NIU's Exhibition of Excellence" on February 24 and the content/design work which provided Northern Illinois University with multifunctional programmatic displays; and

**WHEREAS**, the Board of Trustees appreciates the spirit of volunteerism and cooperation amongst those who participated — John Altman, Ellen Andersen, Matt Aukes, Alex Austin, Robert Banke, Donald Barrett, Paul Bauer, Jeremy Bieber, Bob Boey, Angela Boyer, George Boyle, Doug Bratt, Nicholas Brooks, Tim Burns, Steven Caljkusich, Danny Campbell, Ron Carter, Keith Collins, Aleshia Colvin, Neil Colwell, Reuben Cooper, Cathy Craddock, Steve Cunningham, Mandy Davis, Shawn Davis, Laura Deutsch, Tara Dirst, Trisha Dray, Julie Duchane, Pete Ellingson, Pat Erickson, Cory Fisher, Kevin Flanagan, Connie Fulmer, Kristyn Furino, David Graf, Carlos Granados, Roosevelt Griffin, Cary Groth, Dan Grych, Erik Hanson, Lee Ann Henry, Brad Hoey, Jon Horton, Anne Kaplan, Thomas Kelly, Tony Kidonakis, Joe King, Fred Kitterle, Joe Koch, Michael Kolb, Sandi Kuchynka, James Lankford, Elliott Lessen, John Lewis, Keith Lowman, Jerry Lowrey, Melanie Magara, Michael Malone, Delandon Mason, Lee McCauley, Gordon Means, Paolina Milana, Joel Milner, Wilma Miranda, Carroll Moody, Meredith Morris, Jim Myles, Cynthia Nelson, Jennice O'Brien, Mike Peddle, Derek Persico, Travis Phillips, Rima Roy, Manny Sanchez, Kevin Schoenbach, Tim Shadley, George Shur, Myron Siegel, Fred Smith, Harvey Smith, Joe Sosnowski, Vada Southern, Mariano Spizzirri, Barry Stark, Jermaine Stegall, Patrick Steven, Matt Stiehr, Kathy Swanson, Loretta Swanson, George Tarbay, Carol

Thompson, Ian Torres, Drew VandeCreek, Promod Vohra, Lynne Waldeland, Scott Walstrom, Aaron West, Brian Wiencek, Eddie Williams, Harry Wirth, Bart Woodstrup;

**NOW THEREFORE, BE IT RESOLVED**, that the Board of Trustees of Northern Illinois University would like to express its deep appreciation for your commitment to excellence and your invaluable assistance in making NIU's first-ever "Exhibition of Excellence" at the State Capitol a success.

**BE IT FURTHER RESOLVED** that a suitable copy of this resolution shall be presented to each individual listed as a token of the Board's appreciation for their outstanding effort towards presenting the People of Illinois an "Exhibition of Excellence."

Adopted in a regular meeting assembled this **22<sup>nd</sup>** day of **April, 1999**.

**BOARD OF TRUSTEES OF  
NORTHERN ILLINOIS UNIVERSITY**

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Robert Boey, Chair  
Board of Trustees

Attest: Susan E. Grans  
Secretary



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George A. Moser, Chair  
Legislation, Audit and  
External Affairs Committee

Trustee Moser recognized all those present at the meeting who participated in the Northern Illinois University Exhibition of Excellence in any way and announced that formal copies of the resolution will be sent to everyone who participated. Again, on behalf to the Board of Trustees, he said, thank you all for helping us share Northern Illinois University's message, "academic excellence at affordable prices through teaching, research and public service."

Chair Boey added a personal thanks to those who participated in the NIU Exhibition of Excellence. A number of us at this table also spent the day there, he said, and let me tell you that we were just proud to tell people we were representatives of Northern Illinois University. One of the things that is very important to the Board is to have the support of faculty, staff and students, because we have to go down to Springfield and convince state legislators that they need to support us, Trustee Siegel commented. Thank you for being our partners and helping us down in Springfield, he said, it means a lot to us, and it means a lot to the legislature when they see that the faculty, staff, students, administration and Board are all together. Chair Boey asked for a motion to approve the NIU Exhibition of Excellence Resolution. Trustee Sanchez so moved, seconded by Trustee Siegel. The motion was approved.

**Agenda Item 9.b. - Student Association 30<sup>th</sup> Anniversary Resolution**

Student Trustee Sosnowski announced that during the previous week, the Student Association celebrated its 30<sup>th</sup> year on campus. This resolution recognizes those students who have been a part of the Student Association and their service over those 30 years to both Northern Illinois University and the community. They have kept the students informed, involved and part of the decision making process. In some instances, they even created programs that set the standard for the years to come, such as supporting the Campus

Recreation Center building years ago and bringing about recycling on campus. I wanted to bring this resolution to the Board, Student Trustee Sosnowski said, and ask that my fellow Board members support the Student Association in celebrating 30 years on NIU's campus. The Student Trustee said he would hand deliver the resolution on behalf of the Board and the NIU administration to members of the student government.

## **RESOLUTION**

**WHEREAS** the Northern Illinois University Student Association is currently celebrating its 30th year of service to the students and community of Northern Illinois University; and

**WHEREAS** said Student Association has provided significant opportunities for students to develop their potential for positions of leadership, public administration, social service and professional life; and

**WHEREAS** said Student Association has provided students experience in working collaboratively to resolve various broad community problems; and

**WHEREAS** said Student Association has been the platform for expansion of a multitude of initiatives to improve university life such as health service for students, legal services for students, campus recreation, transportation, community communications and resources recycling; and

**WHEREAS** said Student Association has upheld its broad responsibility to provide a student voice in shared governance at Northern Illinois University through representation on campus advisory boards, committees and commissions; and

**WHEREAS** said Student Association has demonstrated devotion to, cooperation with, and support for the Board, Northern Illinois University, and the faculty, staff and student personnel of same; and

**WHEREAS** the Board of Trustees and Northern Illinois University have received the benefit of the helpful insights of said Student Association which have been of special worth; and

**WHEREAS** the Board of Trustees wishes to officially express its appreciation for the many far-reaching contributions by the Student Association to all of the above-mentioned interests of this Board,

**NOW THEREFORE LET IT BE RESOLVED** that the Board of Trustees of Northern Illinois University in formal meeting herein assembled, extends its grateful appreciation to and celebration of the Student Association for its outstanding and loyal service.

**BE IT FURTHER RESOLVED** that this **RESOLUTION** be presented to the Student Association and a copy of this document be placed in the official files of this Board as a part of the permanent record of the great State of Illinois and as a lasting tribute to the performance and accomplishments of the Student Association.



Adopted in a regular meeting assembled this **22<sup>nd</sup>** day of **April 1999**.

**BOARD OF TRUSTEES OF  
NORTHERN ILLINOIS UNIVERSITY**

Robert T. Boey, Chair

Attest: Susan E. Grans, Secretary



Chair Boey asked for a motion to approve the Student Association Resolution. Student Trustee Sosnowski so moved, seconded by Trustee Grans. The motion was approved.

**Agenda Item 9.c. - Comments to Provost Moody on His Upcoming Retirement**

We want to recognize a gentleman who has the wisdom to decide that the time is right for him to do some other things, Chair Boey said, like enjoy his retirement. We are talking about the upcoming retirement of Provost Carroll Moody. Given the private moment at lunch earlier in the day, the Chair said, the Trustees had the opportunity to privately thank him for all the help he has been to us. It is wonderful, Carroll, that the Board of Trustees had this great relationship with you, he said, and I just want to spend two minutes to recognize this important occasion. Chair Boey made the following remarks:

Carroll began his job as Provost in 1992, just as the state's difficult P•Q•P exercise had begun. That program took place in the midst of statewide budget cuts. I am told it was a time of great worry and unrest. I am also told that the faculty's confidence in Carroll Moody's academic knowledge and inherent fairness allowed NIU to move strategically and successfully through those challenges. Carroll was Provost when this Board came into being. As one of the first major Board actions, he was called upon to oversee our recommendation to merge the Academic Affairs and Student Affairs Divisions. He was a strong supporter of that merger, and his leadership allowed us to make that change work very well. Carroll convened and chaired a task force on improving the undergraduate experience that was designed to make that merger work, and work it did. Not only did the task force find new ways to integrate academic and nonacademic services, but it also engineered a campuswide commitment to values of good customer service. Those are the key words, "good customer service," because we are in a business — the academic business. On Carroll's watch, NIU has received its first Ph.D. program in 15 years. We are very happy about that, and we thank Provost Moody for his leadership in making that happen. Carroll has always provided this Board with a very clear explanation of just how meticulous the faculty and staff personnel process is on this campus. It has been very important for us, as a relatively new governing board, to have a full understanding of the tenure, promotion and sabbatical decisions we are asked to approve, and Carroll has been instrumental in helping this Board understand these processes. Carroll, your leadership style is quietly effective, and

we will miss you very much. You are such a great asset to the university. Best wishes for a long, long, active retirement.

Chair Boey invited any of the Trustees who wished to make additional comments.

Carroll, we shared a lot of our thoughts with you over lunch, Trustee Grans said, and I think that was a very nice, appropriate time to do it. But, on behalf of the Academic Affairs, Student Affairs and Personnel Committee, we want to recognize your leadership, your knowledge and the respect that all the people have for you. The respect that you carry in this institution goes very deep and it is very broad. We thank you and wish you well, and ask you to please keep in touch as we move through our lives and enjoy the rest of the foundation that you have laid for us here.

Carroll, I have already said to you privately, and at lunch, my thoughts on your retirement, Trustee Siegel said, but thanks for everything. It has been great working with you. The reaction of your peers and others speaks volumes, and I do not think I need to repeat it. Thanks again.

Provost Moody, we have worked with you on many occasions, Trustee Moser said, and nobody can replace you. I consider you a friend and wish you the best in retirement. Thank you very much.

I am not going to repeat what I said upstairs, Trustee Sanchez said, but it was all heartfelt. I look forward to coming down and doing a little fishing with you, because all I have ever caught in my whole life is bullhead catfish, and I would like to improve on that.

#### **Agenda Item 9.d. - Ethics Policy Issues**

Parliamentarian Ken Davidson announced that May 1 was the deadline for the filing of the Statement of Economic Interest as required by state law. He said that the Board would also be receiving a letter from him soon for a supplemental disclosure on the Board of Trustees Conflict of Interest Policy. The Governor has disposed of the Illinois Board of Ethics because it is no longer a necessary governmental entity since the state Gift Ban Act became effective, and that form has been eliminated, Mr. Davidson said, so there will be one less form for you to fill out.

Trustee Siegel said he wanted to reemphasize the fact that the Ph.D. in Physics was the first Ph.D. the university had received in 18 years. When this Board started, one of the first things I heard from the Physics Department was their quest for this degree that they could not seem to get, he said. At that time, I took on that challenge, and we fought and fought for it. The point is that we now have it after, from our Board's side, about two and a half years of work. There are other degrees that perhaps other departments have thought about but have abandoned because they perceived they could not get them. I want to make sure that message has changed and our faculty knows that if they have a legitimate degree request they thought in the past could not be done, those days have passed, Trustee Siegel said, so please bring them forward.

## **NEXT MEETING DATE**

Chair Boey announced at the next Board of Trustees Meeting would be held on Thursday, June 17, at 10:00 a.m. in the Clara Sperling Sky Room.

Chair Boey asked for a motion to adjourn. Trustee Sanchez so moved, seconded by Trustee Siegel. The motion was approved. The meeting was adjourned at 3:09 p.m.

Respectfully submitted,

Sharon M. Mimms  
Recording Secretary

### **FISCAL YEAR 2000 STUDENT FEE RECOMMENDATIONS**

**Summary:** The university has several activities, programs, services and operations that are supported to various degrees by the assessment of student fees. Fee rates are established through an internal process, which includes the evaluation and recommendation of representative fee review teams consisting of students and staff. The following table provides a summary of FY00 rates resulting from recommendations received and evaluated by the President. While the aggregate increase reflected in the table is 4.4%, this includes the \$1.00 per credit hour in the Bond Facilities Fee that was approved by the Board in 1997. Excluding the \$1.00 bond revenue fee, the increases being recommended for approval represent a maximum average of 2.45%. The executive summary is provided to detail each fee area and the recommended fee rate.

**Recommendation:** The university requests approval of the recommended FY00 student fee rates as presented.

**FISCAL YEAR 2000 RECOMMENDATIONS  
PER CREDIT HOUR COSTS\***

FEE	CURRENT FEE		RECOMMENDED INCREASE/ DECREASE Per Credit Hour	PROPOSED FEE		PERCENT Increase/ Decrease
	Per Credit Hour	@ 12 Credit Hours or More		Per Credit Hour	@ 12 Credit Hours or More	
<b>ACTIVITY</b>						
Undergraduate	2.97	35.64	.09	3.06	36.72	3.03
Graduate	1.27	15.24	.04	1.31	15.7	3.15
Professional	1.92	23.04	.06	1.98	23.76	3.13
<b>ATHLETICS</b>	<b>9.42</b>	<b>113.04</b>	<b>.27</b>	<b>9.69</b>	<b>116.28</b>	<b>2.87</b>
<b>BOND FACILITIES</b>	<b>14.49</b>	<b>173.88</b>	<b>1.44*</b>	<b>15.93</b>	<b>191.16</b>	<b>9.94</b>
<b>BUS</b>	<b>4.87</b>	<b>58.44</b>	<b>.05</b>	<b>4.92</b>	<b>59.04</b>	<b>1.03</b>
<b>HEALTH</b>	<b>17.96</b>	<b>215.49</b>	<b>.40</b>	<b>18.36</b>	<b>220.30</b>	<b>2.23</b>
Health Insurance Full-Time Students Only	--	140.25	.22	--	142.90	1.89
Health Service	6.27	75.24	.18	6.45	77.40	2.87
<b>GRANTS-IN-AID</b>	<b>.35</b>	<b>4.20</b>	<b>.00</b>	<b>.35</b>	<b>4.20</b>	<b>.00</b>
<b>STUDENT-TO- STUDENT GRANT</b>	<b>3.75</b>	<b>4.50</b>	<b>.00</b>	<b>.375</b>	<b>4.50</b>	<b>.00</b>
<b>LAW</b>	<b>1.76</b>	<b>21.12</b>	<b>.00</b>	<b>1.76</b>	<b>21.12</b>	<b>.00</b>
<b>GRADUATE COLLOQUIUM</b>	<b>1.63</b>	<b>19.56</b>	<b>.00</b>	<b>1.63</b>	<b>19.56</b>	<b>.00</b>
<b>TOTAL IF REGISTERED FOR 12 OR MORE CREDIT HOURS</b>						
	1998-99 Per Semester			1999-00 Per Semester		Percent Increase/ Decrease
UNDERGRADUATE	605.19			632.20		\$27.01 4.46%
GRADUATE	599.85			626.26		\$26.65 4.40%
PROFESSIONAL	609.21			635.86		\$26.65 4.37%

\*This amount includes a \$1.00 per credit hour increase which was previously approved by the Board as part of the 1996 Bond Series which supports West Campus Improvements.

## FISCAL YEAR 2000 STUDENT FEE RATES Executive Summary

Recommended fee increases apply to undergraduate, graduate and professional students. This has been noted in those instances where fees differ among the groups. Health Insurance and Student-to-Student Grants are flat fees; all other fees are assessed at a per credit hour rate through the first twelve credit hours. The Health Insurance Fee is assessed to all students enrolled in nine or more semester hours, but is refundable upon proof of comparable health insurance. References to annual fee increases assume enrollment in at least twelve credit hours per semester and enrollment for the academic year, that is, during both the fall and spring semesters, but not summer session.

### **Activity Fee**

The Student Association recommends allocations from collected Activity Fees which are used to support student organizations, activities and programs including concerts, films, speakers, recreation programs, etc. The fees collected from undergraduate, graduate and professional students vary. The recommendation to increase the Activity Fee is as follows:

*Undergraduate:* An increase of \$0.09 (3.03%), from \$2.97 to \$3.06 per credit hour, is recommended. This represents an annual increase of \$2.16.

*Graduate:* An increase of \$0.04 (3.15%), from \$1.27 to \$1.31 per credit hour, is recommended. This represents an annual increase of \$0.96.

*Professional:* An increase of \$0.06 (3.13%), from \$1.92 to \$1.98 per credit hour, is recommended. This represents an annual increase of \$1.44.

**The cumulative recommended Activity Fee increase (all three levels) is 3.10%.**

### **Athletic Fee**

Intercollegiate Athletics maintains seventeen sports (8 men's and 9 women's) at the NCAA Division I-A level. The Athletic Fee is the primary source of fiscal support for Intercollegiate Athletics. In order to address anticipated cost increases, primarily 3% to 5% salary increments and estimated 3% grants-in-aid value, **an Athletic Fee increase of \$0.27 (from \$9.42 to \$9.69) per credit hour, 2.87%, is recommended.**

### **Revenue Bond Fees**

Revenue Bond Fees are used to support facilities and operations that have been established through the issue of revenue bonds. The recommended FY00 bond fee rates, along with prudent budget management, would provide for a 3.5/4.0% salary increase and an increase of up to 4.0% for utilities and other related operating costs. Further, the 1996 Bond Series (West Campus improvements) bond fee structure was established in 1997 and initiated in FY98 at an initial rate

of \$1.50 per credit hour. The approved structure provided a specific schedule for 1996 Bond Series fees through calendar year 2022; therefore, an increase of \$1.00, from \$2.00 to \$3.00 per credit hour, is included in the overall bond fee package in support of approved capital improvements. **The FY00 recommended bond fee package is an increase of \$1.44, from \$14.49 to \$15.93, per credit hour, a 9.94% increase.**

Holmes Student Center – An increase of \$0.40 (5.7%), from \$7.02 to \$7.42 per credit hour is recommended.

Recreation Center – The fee is currently \$2.99 per credit hour. No change is recommended.

Field House and Stadium – The fee is currently \$2.48 per credit hour. No change is recommended.

FY96 Bond Series (West Campus Improvements) – The previously approved fee increase of \$1.00 plus an additional \$0.04, from \$2.00 to \$3.04, per credit hour is included.

### **Student Bus Service Fee**

The Bus Fee supports the university's campus and communitywide bus service. All fee-paying students are eligible to utilize Huskie Buses without being charged fares. Currently, the Bus Fee is \$4.87 per credit hour for the academic year and \$1.51 per credit hour for the Summer Session. **The Bus Fee Review Committee recommends a \$0.05 increase (1.03%) establishing the fee at \$4.92 per credit hour for the academic year, and a \$0.13 increase (8.61%) establishing the fee at \$1.64 per credit hour for the Summer Session.**

### **Health Insurance Fee**

The student health insurance plan provides comprehensive medical insurance for students and their dependents. The Health Insurance fee is a flat fee, which provides coverage for all students registered for nine or more credit hours of on-campus instruction, unless proof of comparable health insurance coverage is provided. The Chickering Group has been the vendor for the health insurance plan for FY97, FY98, and FY99 and has offered to renew its plan for a fourth year at the rate of \$142.90 per semester. **This results in a recommended increase of \$2.63 (1.89%) per semester, from \$140.25 to \$142.90.**

### **Health Service Fee**

The Health Service Fee supports the University Health Service, which provides comprehensive ambulatory health care for students while the university is in session. **An increase of \$0.18 (2.87%), from \$6.27 to \$6.45 per credit hour, is recommended.** The increase is needed to support annual salary increases and computer hardware and software expenses.

### **Grant-in-Aid Fee**

The Grant-in-Aid Fee supports the University Scholar and Academic Finalist Awards Program, a scholarship-based financial aid program. It is the only major academically focused scholarship program available at Northern Illinois

University for outstanding incoming new freshmen and community college transfers. **Currently, the Grant-in-Aid Fee is \$0.35 per credit hour. No increase is recommended.**

### **Student-to-Student Grant**

Revenue collected as the Student-to-Student Grant Fee is matched by the State of Illinois and supports a need-based financial aid program for economically disadvantaged students. The fee is assessed only to undergraduate students registered for twelve or more credit hours of on-campus instruction and is refundable upon request. **The fee is presently at the ISAC statutory maximum of \$4.50 per semester; and, therefore, no increase is recommended.**

### **Law Fee**

The Law Fee supports activities of the Student Bar Association and is assessed to College of Law students only. **The fee is currently \$1.76 per credit hour. The College of Law is not recommending an increase.**

### **Graduate Colloquium Fee**

The Graduate Colloquium Fee supports programs offered as part of the Graduate Colloquium Services. It is assessed to graduate students only. **Currently, the Graduate Colloquium Fee is \$1.63 per credit hour. No increase is recommended.**



## FISCAL YEAR 2000 ROOM AND BOARD RATE RECOMMENDATIONS

**Summary:** Room and board rates have been affected by many changes since FY98. In FY99, a 10-Plus meal plan and additional room options (the result of Stevenson Towers North renovations) were implemented. Room and board recommendations for FY00 address anticipated salary increases; anticipated utility and other plant, operation and maintenance increases; and a substantial increase in debt service payments for the West Campus Master Plan bond issue. Room and board rate recommendations do not reflect any significant program changes. **The rate increases of 6.7% for board rates and 4.25% for room rates apply to all residence halls.**

**Recommendation:** The university requests approval of the recommended FY00 room and board rates as presented.

## FISCAL YEAR 2000 RESIDENCE HALL ROOM AND BOARD RATES

Recommended board rates reflect an increase of 6.7% and room rates reflect an increase of 4.25% for each residence hall. Room and board fees provide funds to support the operation of campus residence halls. Increases recommended are required to offset various cost increases and to support new features and services designed to enhance resident satisfaction and retention.

<u>Residence Hall</u>	<u>FY99</u>	<u>FY00</u>	<u>\$ Increase</u>	<u>% Change</u>
Grant Double	1,070	1,115	45	4.25
Grant Single	1,738	1,812	74	4.25
Stevenson Double	1,131	1,179	48	4.25
Stevenson Single	1,782	1,858	76	4.25
Stevenson Suite w/o Bathroom	1,690	1,762	72	4.25
Stevenson Suite w/Bathroom	1,790	1,866	76	4.25
Low Rise Double	1,053	1,098	45	4.25
Low Rise Single	1,721	1,794	73	4.25
Low Rise Triple	1,026	1,070	44	4.25
Low Rise Suite	1,598	1,666	68	4.25
Apartments				
Small Studio (per month)	336	350	14	4.25
Large Studio (per month)	368	384	16	4.25
Law Floor	100	100	--	--
Winter Break Fee	100	100	--	--
Spring Break Fee	30	30	--	--
On-Line Charge	40	48	8	20.0
<b><u>Board Rates</u></b>				
19-Plus (19 Meals plus \$100)	1,024	1,093	69	6.7
14-Plus (14 Meals plus \$75)	885	944	59	6.7
10-Plus (10 Meals plus \$200)	885	944	59	6.7
A La Carte	885	944	59	6.7

**FISCAL YEAR 2000 OUT-OF-STATE TUITION RECOMMENDATION**

**Summary:** Historically, out-of-state tuition rates have been set at a multiple of the in-state tuition rate to reflect the full cost of instruction. At its May 27, 1998 meeting, the Board of Trustees reduced the out-of-state tuition ratio from the longstanding 3 to 1 ratio to a 2.5 to 1 ratio which was more reflective of the actual instructional costs for FY99. At that time, the Board requested that the university conduct a follow-up review as part of the FY00 tuition and fee determinations. As a result of that review, it has been determined that even with the reduction to a 2.5 to 1 ratio, out-of-state students still pay more than the per-student undergraduate instructional costs. An out-of-state tuition rate that is twice the in-state rate more accurately reflects actual instructional costs. This result is consistent with similar actions taken by Southern Illinois University and Western Illinois University.

The university, therefore, seeks to bring out-of-state tuition rates more in line with the actual cost of education. While the cost data justifies such an adjustment, an appropriate tuition rate will also strengthen the University's efforts to increase out-of-state student enrollment and will maintain our competitive tuition and fee structure as other Illinois universities decrease their out-of-state tuition as well.

**Recommendation:** The university recommends Board of Trustees approval to reduce Fall 1999 out-of-state tuition rates to two times the corresponding in-state tuition rate.

**HUSKIE BUS CONTRACT**  
**Fiscal Year 2000 Contract Renewal**

**Summary:** The Student Association Mass Transit Board oversees the operation of a campus busing system that provides bus services within the campus in addition to residential and business areas of DeKalb and Sycamore. This bus service is utilized by students, faculty and staff, and, with the use of a paratransit vehicle, also provides service to riders with disabilities. The system operates eleven buses and one paratransit vehicle. The bus fee rate is included in the FY00 Fee Recommendations. The bus service is available to the public at a fare of \$0.50 per ride or by purchase of a monthly pass.

The Board of Trustees originally approved the contract for FY97 on April 17, 1996; for FY98 on April 24, 1997; and for FY99 on February 19, 1998. The original bid included options for four one-year renewals, this being the third such renewal. The contingency includes fuel costs, escalation funds and a summer additive factor.

**Recommendation:** The university requests renewal authorization to award a contract for FY00 in accordance with the original bid as follows:

ACT/VANCOM Transportation, Oakbrook Terrace, IL	\$ 1,855,461
Approximate 7% Contingency	<u>84,418</u>
Total .....	\$ 1,939,879

Funding is to be provided through Auxiliary Enterprises & Activities - Student Contract Busing.

**STUDENT ACCIDENT AND SICKNESS INSURANCE**  
**Fiscal Year 2000 Contract Renewal**

**Summary:** The University Health Service provides group health insurance to students and their families. The mandatory insurance is funded by fees charged students, who may opt out of this coverage with proof of other insurance. The rate for student coverage per school year was \$278 for FY98, \$280.50 for FY99, and will be \$285.80 for FY00. This rate is included in the FY00 Fee Recommendations. As part of the renewal process, the broker proposes a rate, considering claims history, trends and any changes in policy terms. The Student Insurance Committee negotiates the final rate with the broker.

Original approval was given for FY97 on April 17, 1996. Subsequent approval for FY98 was given on April 27, 1997 and the FY99 approval was given April 14, 1998. The FY00 request is for the third of four one-year renewals available.

**Recommendation:** The university requests Board of Trustees approval as follows:

*The Chickering Group, Inc. - Cambridge, MA ..... Not to Exceed \$4,000,000*

Funding is to be provided through Auxiliary Enterprises and Activities - University Health Service - Student Insurance Clearing.

**PRINTING SERVICES COPIER AND CONTROLLER SYSTEM  
Fiscal Year 2000 Contract Renewal**

**Summary:** The Printing Services Department provides leased copying equipment. Copiers located in the libraries and other public-access areas are provided with control mechanisms that accept debit cards, credit cards or coins. Proposals were requested for the campus copier/copy-card controller system with pricing to be based on an all-inclusive per-copy cost, including all equipment, toner and full maintenance. The contract will cover approximately 220 copiers. FY99 was approved on June 18, 1998 with three one-year renewal terms. Based on the prevailing contract price of \$.0278 per copy, the university requests Board of Trustees authorization to renew this contract for FY00.

**Recommendation:** The university requests approval of the Board of Trustees for a purchase order as follows:

*Gordon Flesch Co. - Geneva, IL ..... \$680,000*

Funding is to be provided by Auxiliary Enterprises and Activities - Printing Services.

**FISCAL YEAR 2000 NIU FOUNDATION  
PROFESSIONAL SERVICES CONTRACT**

**Summary:** The Northern Illinois University Foundation contract supports the fundraising services and activities provided by the Foundation on behalf of the university. This contractual agreement is in accordance with the Legislative Audit Commission Guidelines. The contract amount will be offset by the Foundation payment to the university for personal services, fringe benefits, facilities, indirect costs and program expenditures to meet the contract obligations.

**Recommendation:** The university requests Board of Trustees approval of the Northern Illinois University Foundation contract for FY00 in the amount of \$360,000.

### **DuSABLE HALL — PERFORMANCE CONTRACT**

**Summary:** In keeping with the efforts to renovate DuSable Hall to provide an improved teaching environment, the university is seeking to take advantage of recent legislation which allows state universities to enter into performance contracts. Public Act 90-0486 permits universities to negotiate contracts for the evaluation, design and implementation of facility improvement measures which will pay for themselves via guaranteed energy and/or operational savings over the life of a contract. The university has met the requirements of this act by soliciting proposals, defining the scope of work and securing an evaluation by a third party to review the guarantee of savings.

Lighting in DuSable Hall was installed during the 1967 construction of the building. The lighting fixtures are inadequate, outdated and very inefficient by 1990s standards. Installation of modern lighting fixtures and a new lighting fixture layout can improve classroom lighting levels and reduce energy consumption by 66 percent. The majority of the proposed renovation consists of removing lighting fixtures and ceilings in all classrooms and replacing them with lighting fixtures and new ceilings. While the lighting upgrade will be primary, replacement of the aging and deteriorated ceilings will be a much desired secondary and aesthetic benefit. In addition, public areas of the building will receive new lighting and light-sensing equipment to turn lights off during daylight hours when additional lighting is not required. Other improvements include replacement of outside air dampers, variable speed drive motors for chilled water pumps and variable level light switching.

Utilizing the Request for Proposal (RFP) process the institution sought a firm to provide all of the desired improvements on a performance contract basis. NIPSCO Energy Services was selected based on a ten-year payback plan for improvements totaling \$520,000. Thereafter, annual energy savings are projected to be \$60,000. The benefits to the university are: (1) short-term improvement to a facility used by thousands of students daily, (2) documented and verified savings in energy usage for the life of the ten-year contract, and (3) long-term energy reduction after the contract expires.

**Recommendation:** The university requests Board of Trustees approval to execute a performance contract with NIPSCO Energy Services, Inc. to implement the proposed improvements in DuSable Hall. Work is to be performed during the summer of 1999 with completion expected by August 15, 1999 in time for the fall 1999 semester. Under the terms of the contract, payment commences at the completion of the renovation, payable over the life of the ten-year contract.



**ATHLETIC SPORTS CAMPS HOUSING AND MEAL EXPENDITURE  
Fiscal Year 2000 Authorization**

**Summary:** Intercollegiate Athletics operates summer athletic camps for various sports as well as camps for cheerleaders. These programs serve campers up to 18 years of age. Some attendees are provided housing and meals, while some other commuter campers receive only meal services. These camps are entirely self-funded; revenues collected pay for all expenditures incurred.

The Sports and Cheerleader camps offered through Intercollegiate Athletics have become a valuable activity, popular with a wide range of high schools in Illinois. Programs planned for 1999 include 11 sports, plus cheerleading. Sports camps include football, baseball, boys' and girls' basketball, boys' and girls' soccer, boys' golf, and softball. Also offered is swimming, volleyball, wrestling, athletic training and 8 separate cheerleading camps. These camps begin the first week of June and are offered at various times throughout the summer, ending the third week of August.

The programs have been successful and it is anticipated that the attendance this summer will equal that of last year. The order for FY99 was \$480,000 and \$185,600 for FY98.

This year the Athletic Department will utilize university facilities including the Residence Halls and Dining Services. In addition to on-campus room and board, recreational facilities, workout space and meeting rooms will be provided.

**Recommendation:** The university requests Board of Trustees approval as follows:

*Student Housing and Dining Services .....Not to Exceed \$480,000*

Funding is to be provided through Auxiliary Enterprises and Activities – Camps.

**ACADEMIC COMPUTING SERVICES  
STUDENT COMPUTER LAB COMPUTERS**

**Summary:** The university's Academic Computing Services provides and maintains approximately 1,000 computers in 12 student computer labs located throughout the campus. Periodic replacement of this equipment is necessary to maintain state-of-the-art operating systems and software for student use.

This will be the first in a four-year program to replace and upgrade all computers. Although the order is directed to Compaq Corp., the vendor responsible for the order will be Victorin Business Machines, Elmhurst, a Certified Compaq Education Partner. Multiple sealed proposals were solicited and received.

Several additional departments plan to order units, adding their quantities to the order for student laboratories. The contingency will cover such additional purchases as may be included to take advantage of this special pricing.

In total, 263 computers will be purchased.

**Recommendation:** The university requests Board of Trustees approval for an order as follows:

<i>Compaq Computer - Houston, TX</i>	<i>\$417,972</i>
<i>Contingency</i>	<u><i>42,028</i></u>
<i>Total .....</i>	<i>\$460,000</i>

Funding is to be provided through Auxiliary Enterprises and Activities – Academic Computing Services.

## **HOLMES STUDENT CENTER - ROOF REPLACEMENT**

**Summary:** Holmes Student Center was constructed in several phases in the 1960s, and many areas of the building still have the original roofing material in place. Recent history of leakage and minor repairs warranted an effort to replace sections of the roof that experienced the greatest deterioration. The many university and public uses of Holmes Student Center facilities make roof repair and replacement imperative from a public relations perspective and for the protection of the building, its contents and occupants.

In FY98 the southeast section of roof was identified as the most in need of replacement. Steps were taken to prepare for replacement of roofing materials, and a detailed investigation of leak locations was undertaken. Subsequently, a concentrated repair effort stopped most of the leakage and replacement was deferred until 1999.

Another small section of Holmes Student Center roof scheduled to be replaced is the southwest area of the building as an FY99 project. To avoid the waste of holding two bid openings, executing two contracts and coordinating two roofing contractors, the more efficient strategy is to combine the two projects and eliminate the unnecessary duplication of effort.

Therefore, the university is seeking to merge the two projects into one project to replace the roofs in the southeast and southwest areas of Holmes Student Center. A total of 47,400 square feet of roofing materials will be removed and replaced. Construction documents will be prepared to identify base bid and alternate bid areas to assure a viable project and complete as much roof replacement as economically feasible. Some economies of scale are to be expected by having one contractor mobilize and perform all the work, and procedural paperwork will be cut in half in the bidding, contracting and coordinating phases.

**Recommendation:** The university requests Board of Trustees authorization to establish a total budget of \$445,400 for replacement of roofs in the southeast and southwest areas of the building. Plans and specifications are to be prepared by NIU architectural staff. The university further recommends approval to seek and take bids, execute construction contracts and issue work orders as necessary to complete the roof replacement project.

**CAMPUS CHILD CARE CENTER BUDGET REVISION**

**Summary:** The Campus Child Care Center received project approval at the December 1996 meeting of the Board of Trustees. The total project budget was established at \$3.1 million including consultant fees, construction costs and contingency. Based upon recommendations resulting from a feasibility study and input from various off- and on-campus sources, project scope and program were developed. The program included an alternate which provided space to accommodate the Child Development Laboratory allowing opportunities for the academic (CDL) and the campus childcare units to share common spaces and specialized features of the facility.

Construction bids received in February 1999 exceeded the estimated construction budget for campus childcare, excluding the CDL alternate. The construction budget encompasses utility connections, landscape modifications, drop-off drive, furniture, fixtures and equipment required to operate the Child Care Center. In order to construct the Child Care Center, with no alternates, the budget must be augmented by an additional \$209,000.

**Recommendation:** The university recommends Board of Trustees approval to establish the total project budget for the Campus Child Care Center at \$3,309,000, including construction costs, architectural/engineering fees, equipment and contingency, with funds reserved in the 1996 Revenue Bond account.

## FISCAL YEAR 2001 BUDGET GUIDELINES

**Summary:** Each year the university prepares and submits to the state a budget request which establishes salary, price and program needs for the coming fiscal year. The budget request, by state statute, is submitted to the Board of Higher Education (IBHE) for review, revisions and inclusion in the IBHE Higher Education Operating Budget recommendation to the State Legislature and the Governor. To ensure the timely preparation and submission of the university's FY01 budget request to the IBHE, salary, price and programmatic levels need to be approved by the Board in early summer for later presentation to the IBHE. In establishing the FY01 requests, the university recommends the following guidelines be approved by the Finance, Facilities and Operations Committee for its budget development:

1. 5.5% Faculty and Staff Salary Increase: To continue the program begun in FY99 of addressing salary competitiveness and market catch-up of salaries provided to university faculty and staff.
2. 4% General Price Increase: To meet the increased cost of goods and services provided to the university.
3. 5% Fire Protection Increase: To cover projected cost increases for local fire protection services.
4. 10% Library/Technology Increase: To continue meeting the unique increases for library and technology materials and equipment.
5. \$450,000 Medicare Increase: To provide sufficient funds to meet mandated contributions for Medicare.
6. \$4,800,000 in Program Priorities Requests: Continue programmatic efforts to enhance and strengthen academic commitments in undergraduate education, technology, distance education, expansion of on- and off-campus programs, and assessment and faculty development.
7. \$3,450,000 in Nonacademic Program Improvements: The university will continue its requests for the establishment of an adequate funding base for deferred maintenance and the replacement of core computer systems which provide critical management and operational data. These two programs are urgently needed to maintain the university's physical and financial base.

**Comparison of Budgetary Guidelines**  
(\$ in thousands)

	BOT FY00 <u>Guidelines</u>	IBHE FY00 <u>Recommendation*</u>	Governor's FY00 <u>Allocation</u>	BOT Recommended FY01 <u>Guidelines</u>
Salary Increase	5.5%*	3.0%	3.0%	5.5%*
General Price Increase	3.0%	3.0%	.0%	4.0%
Fire Protection	5.0%	3.0%	.0%	5.0%
Library/Tech Increase	10.0%	10.0%	10.0%	10.0%
Utility Increase	3.0%	3.0%	.0%	3.0%
Medicare Increase	\$350.0	\$26.6	\$26.6	\$450.0
Sick Leave Increase	5.5%	3.0%	3.0%	5.5%
Program Priorities	\$4,470.0	\$4739.7*	\$3,948.7*	\$4,800.0
Deferred Maintenance	\$1,500.0	\$340.0	\$340.0	\$1,500.0
Computer Systems	\$1,950.0	\$50.0	\$30.0	\$1,950.0

\* Includes funds for faculty/staff salary enhancements

## **CONVOCATION CENTER AND RECREATIONAL FACILITIES PROJECTS**

**Overview:** At the December meeting of the Board of Trustees, the President identified three critical needs confronting the institution which could possibly be addressed through the construction of a Northern Illinois University convocation facility: the immediate need to address the Office of Civil Rights' requirement that the university comply with Title IX (a requirement most effectively achieved through the addition of a women's track program), the developing need for more campus parking (especially for commuter students), and the need for more recreation programs and facilities. The President requested Board of Trustees direction regarding these issues, the potential overlap between independent solutions to each of them, and the potential economies which might be realized through an integrated solution developed within the larger context of the long-term need for a campus convocation center. The Board directed the President to pursue the matter by assigning staff to thoroughly review the feasibility of formulating a development plan providing for the construction of a convocation center which would address the needs and challenges presented by OCR, parking and campus recreation.

As a result, at the January 14, 1999 meeting of the Board of Trustees, the university presented a comprehensive plan that would provide a cost effective, efficient solution effectively addressing the program requirements and financial challenges presented by these three major needs (recreation, campus parking and Title IX). This plan included:

1. The renovation of the field house for recreation under a comprehensive recreation plan.
2. The design and development of a convocation center with associated parking (that could serve the campus generally) under a budget of \$35.8 million, and the authority to solicit, receive and analyze proposals for the construction and financing of the facility.

Based on this report, the Board of Trustees authorized the university to proceed with the plan and to develop a refined scope of work, program, cost estimate and financing option for the total project.

As a result of this charge, the university is now prepared to present specific recommendations that authorize proceeding with the total project. These recommendations are included in the agenda as follows:

Evans Field House Remodeling Project	Item 8.a.(14)(a)
Conceptual Design and Development Agreement	Item 8.a.(14)(b)
Funding and Fee Structure	Item 8.a.(14)(c)

**CONVOCAION CENTER AND RECREATIONAL FACILITIES PROJECTS**  
**Evans Field House Remodeling Project**

**Summary:** Chick Evans Field House, which was constructed in 1957, has served the university well for over 40 years as a physical education/intercollegiate athletic facility. The structure hosts Huskie athletic competition, student dances, trade shows, and conference events. The Field House contains offices, classrooms and locker rooms, gymnasium and storage spaces.

The conversion of the Field House provides a cost-efficient approach to the need for expanded recreation facilities and allows for the implementation of a comprehensive recreation program integrating all available campus resources.

The Field House recreation program will include: two locker rooms with a capacity of 150 and steam rooms and saunas, two multipurpose courts (basketball, volleyball, badminton), an indoor putting green/driving range, two physical education classrooms, six office areas, a ticket distribution area, a set of retractable bleachers, a meeting room, an outdoor recreation education area, equipment rental area, and an aerobics/exercise room. The facility will also include two netted playing courts for indoor soccer and floor hockey, in addition to a student dance area. A cardio/weight room and a first aid training room are also planned. The addition of the Field House as a student recreational facility will serve to alleviate the severe shortage of storage space and allow a racquetball court in the current recreation building to be restored to its intended use. The renovation plan also includes remodeled office and classroom space for academic programs that are currently housed in the facility. While these improvements cannot be undertaken until the completion of the convocation center, university staff has confirmed that the costs of the improvements can be totally covered by bond facility reserves without changing the existing fee structure.

**Recommendation:** The university requests Board of Trustees approval to establish a Chick Evans Field House renovation project budget at \$2.25 million and permission to identify and contract with an architectural/engineering firm to establish design and specifications. Architectural and engineering fees will be based on guidelines established by the Capital Development Board. The university also requests permission to advertise and receive bids, execute construction contracts and issue work orders necessary to complete all work associated with this project. Construction will begin upon completion of the convocation center and evacuation of the current occupants from the Field House.



**CONVOCATION CENTER AND RECREATIONAL FACILITIES PROJECTS**  
**Conceptual Design and Development Agreements**

**Summary:** At the January meeting of the Board of Trustees, the university was granted project and budget approval for the construction of a new convocation center of approximately 211,000 gross square feet based on established program requirements with a budget not to exceed \$35,850,000. The Board further authorized the university to initiate a development process that would provide a refined and detailed project construction proposal that would further assure the full financial and functional feasibility of the project. The university, after appropriate campus consultation, was further charged to report back to the Board for final development approval. Pursuant to this authorization, the university, through the assistance of a developer team under Prime Group Realty Trust and JJR Incorporated as site planners, has identified and developed a site plan and conceptual building plan meeting the needs of the campus within the established budgetary framework. This effort has been augmented by additional programmatic studies and input from a broad base of university organizational units, including the Student Association. In addition, several open forums were held to solicit further campus input and comments. As a result of this effort, the university now seeks Board of Trustees approval to proceed with the project by identifying and entering into appropriate agreements necessary to develop the project.

**Recommendations:** Based on site and conceptual building plans presented to the Board, the university requests (a) approval of the site and design concept plans, and (b) authority to initiate any required selection processes and enter into all agreements on behalf of the Board of Trustees required for full development of the project as previously approved by the Board with a budget not to exceed \$35,850,000, subject to applicable statutes and Board of Trustees *Regulations*.

**CONVOCATION CENTER AND RECREATIONAL FACILITIES PROJECTS  
Funding and Fee Structure**

**Summary:** The construction, financing, and operation of the convocation center are based on a \$35.8 million construction budget supported by a 30-year lease/purchase agreement. This results in an annual installment payment of \$2,047,194 and operational costs of \$1.3 million per year. Because of the proposed construction schedule, the facility will not be completed until FY02, and the first full year of operation would be FY03. Therefore, sources of funds and expenses have been projected pursuant to these dates. Utilizing existing and projected revenue support, the full operation of the development will be supported through generated income, existing facility and operation support and a dedicated student fee. Given that full operations will not occur until FY03, the student fee requirement can be phased in over a three-year period. The following provides the recommended student fee support plan:

<b>Fiscal Year</b>	<b>Cost per Credit Hour</b>	<b>Annual Cost for Full-Time Student</b>
2000	\$2.50	\$ 60.00
2001	\$4.00	\$ 96.00
2002	\$5.00	\$120.00
2003	\$5.75	\$138.00

This fee structure constitutes the only new fee revenues required for completion of the total plan. The improvements to Evans Field House will be covered from bond facility revenues.

**Recommendation:** The university requests Board of Trustees approval of the above convocation center student fee plan.

**RECOMMENDATIONS FOR FACULTY PROMOTIONS,  
TENURE AND PROMOTIONS WITH TENURE**

The following individuals are being recommended by the President for promotion, promotion with tenure, and tenure only. An asterisk (\*) denotes tenure along with promotion.

**PROMOTIONS AND PROMOTIONS WITH TENURE**

<u>Name</u>	<u>Department/School</u>
<b><u>From Associate Professor to Professor</u></b>	
Bauer, Paul D.	Music
*Blazey, Gerald C.	Physics
Blecksmith, Richard	Mathematical Sciences
Burns, Gary	Communication
Holly, Richard T.	Music
Jacobs, Larry W.	Operations Management & Info. Systems
Jay, Danielle M.	Physical Education
Jensen, Gerald R.	Finance
King, Dwight Y.	Political Science
Knapp, John V.	English
Kuo, Sen M.	Electrical Engineering
Larson, Mary S.	Communication
Posadas, Barbara	History
Ragains, Diane	Music
Ridinger, Robert B.M.	University Libraries
Taylor, David H.	Law
Townsend, Lucy F.	Leadership & Educational Policy Studies

**From Assistant Professor to Associate Professor**

*Ayers, Douglas J.	Marketing
*Basu, Sanjib	Mathematical Sciences
*Blackstone, Neil W.	Biological Sciences
*Brain, Dennis E.	Foreign Languages & Literatures
*Buller, David J.	Philosophy
*Butler, Francis	Foreign Languages & Literatures
*Carger, Chris L.	Curriculum & Instruction
*Clifton, Nicole	English
*Cole, Karen B.	Educational Psychology, Counseling & Special Ed.
*Daniels, Denise H.	Educational Psychology, Counseling & Special Ed.
*Deng, Sien	Mathematical Sciences
Engel Jr., Mylan	Philosophy
*Field, Bruce E.	History
*Goode, Constance L.	Curriculum & Instruction
*Gyant, LaVerne	Leadership & Educational Policy Studies
*Kachingwe, Michael T.	Theatre Arts

*Kamenitsa, Lynn	Political Science
*Koenig, Heidi O.	Political Science
*Lee, Lidia W.	Communicative Disorders
*Lotshaw, David P.	Biological Sciences
*Lusher, T. J.	University Libraries
*McFadden, Kathleen L.	Operations Management & Info. Systems
*Pillow, Bradford H.	Psychology
*Robertson, Deborah S.	Theatre Arts
*Schmidt, James D.	History
*Seelinger, George F.	Mathematical Sciences
*Shumow, Lee B.	Educational Psychology, Counseling & Special Ed.
*Slotsve, George A.	Economics
*Towell, Elizabeth R.	Operations Management & Info. Systems
*Zinger, Donald S.	Electrical Engineering

### TENURE ONLY

Burns, Kenneth R.	Nursing
Carter, Ronald	Music
Hosmane, Narayan S.	Chemistry & Biochemistry
Kyvig, David	History
McGinn, Vincent P.	Electrical Engineering
Scudder, Joseph N.	Communication
Worobec, Christine	History

**Recommendation:** The university requests that the Board of Trustees approve the university's 1998-99 tenure and promotion decisions.

**RECOMMENDATIONS FOR FACULTY AND STAFF  
SABBATICAL LEAVES FOR 1999-2000**

The following individuals are being recommended by the President for sabbatical leave. The President is authorized to replace an individual who subsequently declines the leave with an individual from an approved ranked alternate list. The President may also approve a request by an individual to change the period of the leave from one semester to another within the academic year.

<b><u>Faculty</u></b>	<b><u>Department/School</u></b>	<b><u>Semester</u></b>
<b>College of Business</b>		
Carnes, Gregory A.	Accountancy	Fall 1999
McFadden, Kathleen L.	Operations Management & Info. Systems	Fall 1999
<b>College of Education</b>		
Carter, Charles L.	Physical Education	Spring 2000
Chandler, Lynette K.	Educ. Psych., Counseling., & Special Ed.	Fall 1999
Gueulette, David G.	Leadership & Educational Policy Studies	Spring 2000
Plowman, Sharon A.	Physical Education	Fall 1999
Richgels, Donald J.	Curriculum & Instruction	Spring 2000
Roberts, Thomas B.	Educ. Psych., Couns., & Spec. Ed.	Spring 2000
Smith, M. Cecil	Educ. Psych., Couns. & Spec. Ed.	Fall 1999 & Spring 2000
<b>College of Engineering and Engineering Technology</b>		
Kong, Xuan	Electrical Engineering	Fall 1999 & Spring 2000
Short, Scott R.	Mechanical Engineering	Fall 1999
Stewart, James R.	Technology	Fall 1999
<b>College of Health and Human Sciences</b>		
Cearlock, Dianne M.	Allied Health Professions	Spring 2000
Lash, Ayhan A.	Nursing	Spring 2000
<b>College of Law</b>		
Morris, Malcolm L.	Law	Spring 2000
<b>College of Liberal Arts and Sciences</b>		
Bonnicksen, Andrea L.	Political Science	Fall 1999 & Spring 2000
Buzzanell, Patrice M.	Communication	Spring 2000
Bywaters, David	English	Fall 1999
Cooper, Martha	Communication	Spring 2000
Gorman, David	English	Spring 2000
Hartmann, John	Foreign Languages & Literatures	Fall 1999
Hurych, Zdenek	Physics	Spring 2000
Kempton, Daniel R.	Political Science	Fall 1999
King, James	Philosophy	Spring 2000
Kinsler, Samuel	History	Fall 1999 & Spring 2000
Kleppner, Paul J.	Office for Social Policy Research	Fall 1999
Lingham, Rama T.	Mathematical Sciences	Spring 2000

Masur, Elise F.	Psychology	Fall 1999 & Spring 2000
Mehrer, Mark W.	Anthropology	Fall 1999 & Spring 2000
Meserve, Peter L.	Biological Sciences	Spring 2000
Moremen, Robin D.	Sociology	Spring 2000
Russell, Susan D.	Anthropology	Spring 2000
Sims, Thomas L.	Biological Sciences	Fall 1999
Spencer, Elaine G.	History	Fall 1999
Stoddard, Paul R.	Geology and Environmental Geosciences	Fall 1999
Thunder, Jeffrey	Mathematical Sciences	Spring 2000
Vary, Patricia S.	Biological Sciences	Spring 2000
Wilcox-Gok, Virginia	Economics	Fall 1999
Willott, James F.	Psychology	Fall 1999
Wu, Hongyou	Mathematical Sciences	Spring 2000

#### **College of Visual and Performing Arts**

Blickhan, Charles T.	Music	Spring 2000
Hernandez, Manny	Art	Spring 2000
Liakos, Avra	Art	Fall 1999
Melnick, Philip	Art	Fall 1999

#### **University Libraries**

Dutton, Lee S.	University Libraries	03/8/99-07/23/99 & 03/15/00-07/31/00
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#### **Supportive Professional Staff**

Bringas, F. Michelle	University Programming & Activities	Summers 1999 & 2000
Bowen, Charles E.	University Health Service	Summers 1999 & 2000

#### **Alternates (in rank order)**

Lemaitre, Monique J.	Foreign Languages & Literatures	Fall 1999
Kamens, David H.	Sociology	Fall 1999 & Spring 2000
Kong, Qingkai	Mathematical Sciences	Fall 1999
Gabris, Gerald T.	Political Science	Fall 1999
Najjar, Orayb A.	Communication	Fall 1999
He, Lili	Electrical Engineering	Fall 1999
Booth, Colin J.	Geology and Environmental Geosciences	Fall 1999
Culhane, Paul J.	Political Science	Spring 2000
Hosmane, Balakrishna	Mathematical Sciences	Fall 1999
Virumbrales, Pablo	Foreign Languages & Literatures	Fall 1999
Zollman, Alan	Mathematical Sciences	Spring 2000
Beachy, John A.	Mathematical Sciences	Fall 1999

**Recommendation:** The university requests that the Board of Trustees approve the university's decisions to grant the above sabbatical leaves for 1999-2000.

## **REQUEST FOR A NEW MINOR**

New minors require the approval of the Board of Trustees. Under current policy and after receiving Board of Trustees approval, a request for a new minor must go forward to the IBHE staff which reviews the request to determine if it is a reasonable and moderate extension of existing degree programs. This request was discussed by the Academic Affairs, Student Affairs and Personnel Committee of the Board of Trustees after receiving approval from curriculum committees at the department, college and university levels and the concurrence of the Provost.

### **Interdisciplinary Minor in Chinese or Japanese Studies**

Description: The College of Liberal Arts and Sciences proposes to draw upon the expertise of faculty in the Department of Foreign Languages and Literatures and in other departments in the college and university to offer an interdisciplinary undergraduate minor in Chinese or Japanese Studies. The Department of Foreign Languages and Literatures offers language courses in both Japanese and Chinese, and departments across the campus offer courses in Japanese, Chinese, and Asian history and culture. Students enrolling in the minor will select either Japanese or Chinese Studies and complete four semesters (12 semester hours) of language study in Chinese or Japanese and choose 9 semester hours of appropriate elective courses in art, economics, history, music, philosophy or political science.

Rationale: The Department of Foreign Languages and Literatures offers coursework in both Chinese and Japanese sufficient to give students proficiency in the language. Because of the university's long involvement with Southeast Asia, a number of departments across the university offer courses that will support an interdisciplinary minor in either Chinese or Japanese Studies. Given the importance of these countries in international business and in international relations and diplomacy, the opportunity to complete a minor in Chinese or Japanese Studies will enhance the professional preparation of Northern undergraduates. The proposed minor builds on the university's strength in Asian studies and its commitment to prepare students for careers and lives in the global economy of the 21<sup>st</sup> Century.

Costs: The interdisciplinary minor will use courses that are already offered at the university. Students will arrange these existing courses in a minor in either Japanese or Chinese Studies. A division coordinator in the Department of Foreign Languages and Literatures will add the supervision of this new minor to her current duties.

Recommendation: The university recommends that the Board of Trustees approve this request.

## **REQUEST TO DELETE EXISTING EMPHASIS**

Public university governing boards have the final authority to delete academic programs or subdivisions of major programs, such as emphases in undergraduate programs. This request was discussed by the Academic Affairs, Student Affairs and Personnel Committee of the Board of Trustees after receiving approval from curriculum committees at the school, college and university levels, and the concurrence of the Provost.

### **Emphasis in Theatre Education (within the B.F.A. in Theatre Arts)**

Description: The School of Theatre Arts offers a Bachelor of Fine Arts degree program with emphases in several subfields of theatre studies: acting, design and technology, theatre education and dance performance. Of the emphases, the theatre education emphasis has had the lowest enrollment. After careful study, the school has decided to delete this emphasis. No new students have enrolled since Fall 1997, and only four students remain in the emphasis. Arrangements have been made for them to finish their required courses and clinical and student teaching experiences.

Rationale: Over the past five years a majority of the students who were admitted to the theatre education emphasis dropped out of the program and transferred into other theatre degree emphases. All cited a lack of interest in preparing for teaching jobs in theatre given the current oversupply of teachers and the low level of support for theatre education in regional high schools. Data sources for the state of Illinois and the nation indicate that theatre is a field with a surplus of teachers and a decrease in the number of teaching opportunities in the K-12 setting.

Only one faculty member provides the specialized courses and supervision required for teacher education, and her services will be fully utilized in other programs in the school. The students currently enrolled will be allowed to finish their programs, and the faculty member with responsibility for the emphasis will assume other teaching and supervisory responsibilities more central to the priorities of the School of Theatre Arts.

Costs: The savings from eliminating this emphasis will be small. The faculty member who has been overseeing this emphasis (one-third of her time) will now coordinate the B.A. program in Theatre Arts, which has experienced significant increases in enrollment in recent years. Most of the courses that contributed to the theatre education emphasis were already available in the curriculum to serve the other three emphases. Only the teaching methods and student teaching courses will be eliminated.

Recommendation: The university recommends that the Board of Trustees approve this request.



**NORTHERN ILLINOIS UNIVERSITY'S EXHIBITION OF EXCELLENCE**  
**February 24, 1999**  
**Illinois State Capitol - Springfield**

**RESOLUTION**

**WHEREAS**, Northern Illinois University hosted its first-ever "Exhibition of Excellence" at the Illinois State Capitol in Springfield on February 24, 1999; and

**WHEREAS**, over fifteen unique and innovative programs at Northern Illinois University were highlighted and presented to Illinois legislators, staff and Springfield area alumni; and

**WHEREAS**, the world-renowned Northern Illinois University Jazz Ensemble performed in the Capitol Rotunda for hundreds of legislators and staff; and

**WHEREAS**, participation in the "Exhibition of Excellence" was extraordinary by the Board of Trustees, Senior Cabinet, Administrative and Operations Cabinets and the Deans, as well as key faculty and staff involved in the design and development of such innovative programs as the Lincoln Digitization Project, world-class basic research in Family Violence issues, the Center for Governmental Studies' Illinois Legislative Information System (a CD-ROM system with complete information about legislative assignments, geographical information and demographics for each legislative district), nationally-recognized Anthropology program, world-renowned visual and performing arts, APS (Advanced Proton Source), the innovative Internet commerce curriculum, and public interest law, among others; and

**WHEREAS**, the Board of Trustees is dedicated to maintaining and enhancing the quality of academic programming at the university while maintaining affordability; and

**WHEREAS**, the Board of Trustees recognizes the importance of communicating the University's teaching, research and public service mission to the Illinois General Assembly; and

**WHEREAS**, the involvement of and commitment to excellence on the part of the Northern Illinois University community (faculty, staff and students) in designing state-of-the-art programmatic displays including the ability to utilize same in the future in other venues is deeply appreciated — Neil Colwell, Pat Erickson, Joe King, Paolina Milana, Jennice O'Brien, Mariano Spizzirri and Bart Woodstrup; and

**WHEREAS**, the Board of Trustees would like to express special appreciation to Melanie Magara, Director, Office of Public Affairs, and Ellen Andersen, Director, Office of Special Events, for the many hours involved in planning "NIU's Exhibition of Excellence" on February 24 and the content/design

work which provided Northern Illinois University with multifunctional programmatic displays; and

**WHEREAS**, the Board of Trustees appreciates the spirit of volunteerism and cooperation amongst those who participated — John Altman, Ellen Andersen, Matt Aukes, Alex Austin, Robert Banke, Donald Barrett, Paul Bauer, Jeremy Bieber, Bob Boey, Angela Boyer, George Boyle, Doug Bratt, Nicholas Brooks, Tim Burns, Steven Caljkushich, Danny Campbell, Ron Carter, Keith Collins, Aleshia Colvin, Neil Colwell, Reuben Cooper, Cathy Craddock, Steve Cunningham, Mandy Davis, Shawn Davis, Laura Deutsch, Tara Dirst, Trisha Dray, Julie Duchane, Pete Ellingson, Pat Erickson, Cory Fisher, Kevin Flanagan, Connie Fulmer, Kristyn Furino, David Graf, Carlos Granados, Roosevelt Griffin, Cary Groth, Dan Grych, Erik Hansen, Lee Ann Henry, Brad Hoey, Jon Horton, Anne Kaplan, Thomas Kelly, Tony Kidonakis, Joe King, Fred Kitterle, Joe Koch, Michael Kolb, Sandi Kuchynka, James Lankford, Elliott Lessen, John Lewis, Jerry Lowery, Keith Lowman, Melanie Magara, Michael Malone, Delandon Mason, Lee McCauley, Gordon Means, Paolina Milana, Joel Milner, Wilma Miranda, Carroll Moody, Meredith Morris, Jim Myles, Cynthia Nelson, Jennice O'Brien, Mike Peddle, Derek Persico, Travis Phillips, Rima Roy, Manny Sanchez, Kevin Schoenbach, Tim Shadley, George Shur, Myron Siegel, Fred Smith, Harvey Smith, Joe Sosnowski, Vada Southern, Mariano Spizzirri, Barry Stark, Jermaine Stegall, Patrick Steven, Matt Stiehr, Kathy Swanson, Loretta Swanson, George Tarbay, Carol Thompson, Ian Torres, Drew VandeCreek, Promod Vohra, Lynne Waldeland, Scott Walstrom, Aaron West, Brian Wiencek, Eddie Williams, Harry Wirth, Bart Woodstrup;

**NOW THEREFORE, BE IT RESOLVED**, that the Board of Trustees of Northern Illinois University would like to express its deep appreciation for your commitment to excellence and your invaluable assistance in making NIU's first-ever "Exhibition of Excellence" at the State Capitol a success.

**BE IT FURTHER RESOLVED** that a suitable copy of this resolution shall be presented to each individual listed as a token of the Board's appreciation for their outstanding effort towards presenting the People of Illinois an "Exhibition of Excellence."

Adopted in a regular meeting assembled this **22<sup>nd</sup>** day of **April, 1999**.

BOARD OF TRUSTEES OF  
NORTHERN ILLINOIS UNIVERSITY

*Robert T. Boey, Chair*  
Board of Trustees

*George Moser, Chair*  
Legislation, Audit and  
External Affairs Committee

Attest:: *Manuel Sanchez, Secretary*



**STUDENT ASSOCIATION 30<sup>TH</sup> ANNIVERSARY**

**WHEREAS** the Northern Illinois University Student Association is currently celebrating its 30th year of service to the students and community of Northern Illinois University; and

**WHEREAS** said Student Association has provided significant opportunities for students to develop their potential for positions of leadership, public administration, social service and professional life; and

**WHEREAS** said Student Association has provided students experience in working collaboratively to resolve various broad community problems; and

**WHEREAS** said Student Association has been the platform for expansion of a multitude of initiatives to improve university life such as health service for students, legal services for students, campus recreation, transportation, community communications and resources recycling; and

**WHEREAS** said Student Association has upheld its broad responsibility to provide a student voice in shared governance at Northern Illinois University through representation on campus advisory boards, committees and commissions; and

**WHEREAS** said Student Association has demonstrated devotion to, cooperation with, and support for the Board, Northern Illinois University, and the faculty, staff and student personnel of same; and

**WHEREAS** the Board of Trustees and Northern Illinois University have received the benefit of the helpful insights of said Student Association which have been of special worth; and

**WHEREAS** the Board of Trustees wishes to officially express its appreciation for the many far-reaching contributions by the Student Association to all of the above-mentioned interests of this Board,

**NOW THEREFORE LET IT BE RESOLVED** that the Board of Trustees of Northern Illinois University in formal meeting herein assembled, extends its grateful appreciation to and celebration of the Student Association for its outstanding and loyal service.

**BE IT FURTHER RESOLVED** that this RESOLUTION be presented to the Student Association and a copy of this document be placed in the official files of this Board as a part of the permanent record of the great State of Illinois and as a lasting tribute to the performance and accomplishments of the Student Association.

Adopted in a regular meeting assembled this **22<sup>nd</sup>** day of **April 1999**.

BOARD OF TRUSTEES OF  
NORTHERN ILLINOIS UNIVERSITY

Robert T. Boey, Chair

Attest:: Manuel Sanchez, Secretary



# **President's Report**

## **No. 19**

*June 17, 1999*

No item in this report for release prior to 10:00 a.m., Thursday, June 17, 1999.

**A G E N D A**

**BOARD OF TRUSTEES  
OF  
NORTHERN ILLINOIS UNIVERSITY  
10:00 a.m. – Thursday – June 17, 1999  
Clara Sperling Sky Room**

1. Call to Order and Roll Call
2. Verification of Appropriate Notification of Public Meeting
3. Meeting Agenda Approval ..... *Action* .. 219
4. Review and Approval of Minutes of April 22, 1999 ..... *Action* .. 157
5. Chair's Comments/Announcements
6. Reports of Board Committees and Board Liaisons
  - a. Executive Committee
  - b. Academic Affairs, Student Affairs and Personnel Committee
  - c. Finance, Facilities and Operations Committee
  - d. Legislation, Audit and External Affairs Committee
  - e. Illinois Board of Higher Education
  - f. University Civil Service Merit Board
  - g. Northern Illinois University Foundation
7. Executive Session
8. President's Report No. 19
  - a. University Recommendations Forwarded by the Board Committees
    - (1) Fiscal Year 2000 Nonappropriated Capital Budget ..... *Action* .. 248
    - (2) Holmes Student Center Café Renovation ..... *Action* .. 253
    - (3) International Programs Contract (Renewal) ..... *Action* .. 254
    - (4) Northern Star Printing and Delivery Service Contract..... *Action* .. 255
    - (5) Printing Services Equipment Lease..... *Action* .. 256
    - (6) Material Distribution Center Miscellaneous  
Commodities, Parts and Services ..... *Action* .. 257
    - (7) Physical Plant Recycling Services ..... *Action* .. 258

- (8) North Central Regional Educational Laboratory  
- Naperville Facility Lease ..... *Action* .. 259
- (9) Stevenson Hall Renovation - Phase II — Furniture,  
Fixtures and Equipment ..... *Action* .. 260
- (10) Bond Resolution in Furtherance of Previous  
Authorizations of the Board ..... *Action* .. 261
- (11) Fiscal Year 2000 Salary Increment Allocation Guidelines .. *Action* .. 262
- (12) Request for a New Minor ..... *Action* .. 263
- (13) Transfer of Tenure and Tenure-Track Location for  
Faculty in the College of Education ..... *Action* .. 264
  
- b. University Reports Forwarded from the Board Committees
  - (1) Financial Systems Implementation Status Report ..... *Information*
  - (2) Work Order System Implementation Status Report.... *Information*
  - (3) Semiannual Progress Report of Active Capital  
Projects with a Budget Over \$100,000 ..... *Information*
  - (4) Periodic Summary Report of Transactions ..... *Information*
  - (5) Update on the Fiscal Year 2000 Budget Report ..... *Information*
  - (6) Update on the Governor's Illinois FIRST Proposal ..... *Information*
  - (7) Federally Funded Police Positions ..... *Information*
  - (8) Reorganization of the College of Education ..... *Information*
  - (9) 1999 Faculty Emeritus Recognition..... *Information*
  - (10) 1998-99 Program Review Summary ..... *Information*
  - (11) Legislative Report ..... *Information*
  
- c. Items Directly from the President
  - (1) Collective Bargaining Agreement ..... *Action* .. 268
  - (2) Tenure Appointments..... *Action* .. 269
  
- 9. Chair's Report No. 14
  - a. Pre-Tax, Qualified Parking Benefit for Employees ..... *Action* .. 274
  - b. Executive Session Minutes Release..... *Action* .. 276
  
- 10. Other Matters
  - a. Property Matters ..... *Action*
  - b. President's Performance Evaluation..... *Action*
  - c. Student Trustee Resolution ..... *Action* .. 277
  - d. Oath of Office Administered to New Student Trustee
  
- 11. Next Meeting Date
  
- 12. Adjournment

Minutes of the  
**BOARD OF TRUSTEES**  
**OF NORTHERN ILLINOIS UNIVERSITY**  
June 17, 1999

**CALL TO ORDER AND ROLL CALL**

The meeting was called to order by Chair Robert Boey at 10:29 a.m. in the Clara Sperling Sky Room of Holmes Student Center at Northern Illinois University. Recording Secretary Sharon Mimms conducted a roll call of Trustees. Members present were Trustees George Moser, Myron Siegel, Student Trustee Joseph Sosnowski and Chair Boey. Trustee James Myles entered the meeting in progress. Not present were Trustees Susan Grans and Manuel Sanchez. Also present were Board Parliamentarian Kenneth Davidson and President John La Tourette. With a quorum present, the meeting proceeded.

**VERIFICATION OF APPROPRIATE NOTICE OF PUBLIC MEETING**

Confirmation of Open Meetings Act public notice compliance was provided by Board Parliamentarian Ken Davidson.

**MEETING AGENDA APPROVAL**

Trustee Moser made a motion to approve the agenda and was seconded by Trustee Siegel. The motion was approved.

**REVIEW AND APPROVAL OF MINUTES**

It was moved by Student Trustee Sosnowski and seconded by Trustee Moser to approve the minutes of the April 22, 1999 meeting. The motion was approved.

**ANNOUNCEMENTS**

Chair Boey announced that he would delay his Chair's Comments until the end of the meeting under Other Matters. UAC Representatives James Lockard, Andy Small, Sue Ouellette and Donna Smith were recognized.

**REPORTS OF BOARD COMMITTEES AND BOARD LIAISONS**

**Executive Committee**

There was no report from the Executive Committee.

**Academic Affairs, Student Affairs and Personnel Committee**

Committee Vice Chair Myron Siegel reported that the Committee recommended the approval of a new minor in Productivity within the B.S. in Technology, the transfer of tenure and tenure-track location for faculty in the College of Education



in accordance with their reorganization plan, new tenure appointments, and a pretax parking program through employee payroll deduction.

### **Finance, Facilities and Operations Committee**

In the absence of the Committee Chair, Dr. Williams gave the report for the Finance, Facilities and Operations Committee, which met on June 1. The Committee received reports and presentations on the implementation of the financial and work order systems, financial transactions and active capital projects; an update on the FY00 budget, and a federal grant allowing the university to hire six new police officers. Action items presented at the meeting included the FY00 salary increment guidelines; the FY00 nonappropriated capital budget; the Holmes Student Center Café renovation project; furniture, fixtures and equipment as part of the Stevenson Hall renovation project; and a lease agreement with the North Central Regional Educational Laboratory. The Committee also received annual routine renewals of purchases and contract renewals for items such as the *Northern Star*, International Programs expenditures and authorization for Physical Plant recycling services. These items appeared in the President's Report for final action by the Board.

### **Legislation, Audit and External Affairs Committee**

Committee Chair George Moser gave the report for the Legislation, Audit and External Affairs Committee. He reported that Kathy Swanson briefed the Committee on actions taken by the General Assembly, which recessed after a week of overtime session. After one of the most active sessions in recent history, public universities received a significant increase in the general revenue budget, with Northern Illinois University receiving a 4.87% increase above the 1999 base. In addition, with the help of Speaker Madigan, Northern passed the only piece of procurement exemption legislation dealt with by the General Assembly this year. That legislation will enable NIU's Continuing Education not-for-credit instruction to be negotiated. This represents much needed relief from the Procurement Code for the stability and maintenance of the university's noncredit instructional programs. Planning funds were included in the budget for the expansion of the Hoffman Estates Education Center as well as almost \$5 million to complete repairs on the Engineering Building. The Committee also heard a report on the university's 1998 Compliance Audit. This audit contained only two material findings, both of which have since been eliminated. Copies of the 1998 Compliance Audit were distributed to the Committee members after the Board of Trustees Meeting.

I have chaired the Legislation, Audit and External Affairs Committee since my appointment to the Board under Governor Edgar, Trustee Moser said. During this time, we have accomplished a great deal: a special and unique development authority for 250 acres of land contiguous to the west side of the campus; retaining the income funds at the university level instead of sending them to Springfield; a very specialized and much needed exemption to the Procurement Code for our noncredit instructional programs; legislation to allow trustees to continue serving in their official capacities until reappointed or replaced; an unparalleled increase in the university's budget of almost 5% for Fiscal Year 2000; capital funding for many projects on campus, including Altgeld Hall, flood control and planning funds for the Hoffman Estates expansion, to name a few. In addition, because of this Committee's emphasis on audit compliance issues,

Trustee Moser said, we have gone from 24 findings when we took over jurisdiction of the university's audits in 1994 to one finding in 1997. The two findings for this year were eliminated. We are the only university board of trustees that has examined the audit process closely, and our efforts show the results.

With the start of the new fiscal year on July 1, Trustee Moser said, the Board will make routine changes to the committee structure and the leadership of the committees. I wanted to take this opportunity to thank my colleagues on the Board for the opportunity to serve as Chair of the Legislation, Audit and External Affairs Committee.

### **Illinois Board of Higher Education**

President La Tourette reported that the Board of Higher Education met on June 7 at Waubensee Community College. The highlight of the meeting was the arrival of the Governor to sign the Century 21 legislation, which involves technology connections being developed across the state to provide up-to-date communications systems for the delivery of instruction and other kinds of programs. There were a number of legislative leaders in attendance from the region. Because of that event and the fact that the Board invited Sir John Daniel, the Vice Chancellor of the British Open University System, a number of agenda items were deferred to the August 24 meeting. The President said Sir John Daniel provided a very good overview of the Open University and was available for a two-day period to consult with members of the Board of Higher Education staff and various groups that came onto the Waubensee campus to meet with him.

Certainly, the development of the British Open University has been very impressive, President La Tourette said, and it appears that they now serve about 160,000 students. There are some issues of comparability in terms of developing a similar system in the United States, although an effort is being made to do so. One of the things I do not think the audience understood is that most of the 160,000 students are only taking one or two courses, the President explained, so it is quite different from the impression one might have when talking about the largest university in the world being 160,000 students. That might be 30,000 full-time equivalent students by U.S. standards. Also, figures were mentioned on the cost of delivery of this education, which appear to be very low; however, no one followed up to ask whether or not that included the developmental costs, which are very large when putting good programs on line. Also, President La Tourette continued, the comparisons made between the cost per student of the British Open University and costs in the United States certainly did not appear to me to be comparing apples and apples, because there must have been a heavy loading in of the costs experienced by students attending private schools in the United States. So, there are some similarities here, but there are many dissimilarities, including the fact that students who graduate from the English public education system are substantially more prepared to undertake on-line learning than American students. Dr. Kaplan, who was involved with the British Open University for two years when it was initiated, mentioned to me that the English educational system is extremely difficult throughout the early years, President La Tourette said, as opposed to the U.S. system, which is relatively easy until the baccalaureate and master's levels are

reached. So, there is a different student population there and a different level of preparation for students to be able to get on line and have an effective learning experience. Overall, the President said, the presentation certainly made us all aware of how successful their system has been in the context of their environment.

After Sir John Daniel completed his presentation, President La Tourette said, the Executive Director of the Board of Higher Education asked him to comment on the development of technology and technology delivery in Illinois. Sir John Daniel thought that we had made very good progress, particularly with the introduction of the Century 21 system. The Executive Director asked Sen. Rauschenberger, who also attended the meeting, for comments. The Senator followed with a few remarks, including the comment that the system of higher education in Illinois was decrepit. This means, the President said, that the universities have a lot of educating to do since Senator Rauschenberger is the chair of the Senate Appropriations Committee.

Among the items deferred to the August 24 meeting was the selection of a site for the multiuniversity center in Lake County.

### **University Civil Service Merit Board**

Trustee Myles said that the Civil Service Merit Board met on April 22, the same date as the last meeting of the Board of Trustees, so he was unable to attend that meeting. It was reported that the Merit Board overturned a termination at the University of Illinois, and the University of Illinois had hired a law firm to try to overturn the Merit Board's ruling. Trustee Myles said he would be watching the outcome to see if it could be precedent setting.

### **Northern Illinois University Foundation**

Mr. Michael Malone announced the promotion of Ms. Melanie Magara to Assistant Vice President for Public Affairs. One of the satisfactions that come with a long tenure at a university is watching the evolution and growth of people and programs. Occasionally, the growth of a program and new personal responsibilities gather sufficient weight to warrant formal recognition, he said, and this is the case with our public affairs program at NIU. When Melanie Magara arrived at Northern five years ago, the President and I gave her the formidable task of building a proactive public affairs program at the university. Ms. Magara's promotion to Assistant Vice President for Public Affairs, effective immediately, Mr. Malone said, is recognition of how far we have come in so short a time. Her staff, Joe King, Pat Erickson, Jennice O'Brien, Paolina Milana and Tom Parisi, are consistently finding new ways to promote Northern through stories about the university's people, programs and events. New relationships with regional and national reporters have paid off in increased positive coverage for Northern and its programs. Over the past three years, Melanie and her staff have significantly broadened the Public Affairs role to include web communications, video production, coordination of multimedia displays and individualized media training for Board and staff. Under Melanie's leadership, Public Affairs has consistently worked to find new ways to tell the NIU story to a larger audience. Ms. Magara also serves as NIU's official spokesperson and works with the President, the Board and senior administrators to help formulate and communicate NIU's position on key issues. I have great faith in her and the

entire Public Affairs staff, Mr. Malone said, and ask that you join me in congratulating her and them on a job well done. Chair Boey congratulated Ms. Magara and said that the members of the Board all owed her a deep debt of gratitude. Personally, he said, you know you have been a great help to me, especially at times when I have picked up the phone and asked for help on drafting some sort of a speech for an occasion. You have been of great service to me and to the members of the Board, so congratulations for a job well done and on your promotion. Trustee Moser said that he is always impressed with what Ms. Magara does and added his congratulations. She is not only a good speechwriter, he said, but she is a hard worker and her accomplishments are many. Trustee Siegel said that he had worked very closely with Ms. Magara in the first year and a half of the Board's existence and thanked her for everything. He added his congratulations on a job well done as well as for her promotion.

Mr. Malone then introduced Mr. Dick Boardman, Chair of the NIU Foundation Board of Directors, who gave the NIU Foundation report.

I am happy to report that in the first year since the restructuring of the Foundation Board, Mr. Boardman said, our directors are engaged as never before. I have been a director for 13 years, and there has never been such meaningful involvement as in this past year. The working committee structure is functioning well, and there have been many very positive activities. I think this puts the Foundation Board in a very strong position to be of service to the university in the selection process for the next university president, he said. We offer our assistance in any way the Board of Trustees feels is appropriate to secure the best possible candidate to be Northern's next president.

The Foundation Board is beginning to discuss a five-year strategic plan for the development program. Preliminary discussions have occurred with members of the development and finance committees. I am excited about where we are going, Mr. Boardman said, and look forward to working hard to get us there. One of the priorities for the Foundation Board is to assist the College of Education in raising \$400,000 during the next two years for its school-university partnership program in order to match \$400,000 from an anonymous donor.

Lastly, Mr. Boardman said, I would like to share some fiscal year-end projections with you. I am delighted to report that we will once again have a record-breaking year. We believe we will close the year with more than \$675,000 in gifts received through the telefund program for colleges and departments, an increase of 64% over last year. At the same time we brought the telefund program in-house, we made a philosophical shift from raising unrestricted support managed by the Foundation to raising funds designated for specific programs managed by the deans and the department chairs. The shift in strategy limits the Foundation's role in providing direct support to the academic programs except through strategic initiative and opportunity grants. This has also been a better year for major gifts. Highlights include the \$400,000 anonymous challenge pledge, a new \$250,000 commitment for the College of Law, a \$1.9 million software gift-in-kind brought to the College of Engineering, and a number of small gifts and several large gifts to be announced soon. We will surpass our goal of \$6 million for total gifts received this year compared with \$5.4 million last year, Mr. Boardman reported. In fact, we expect to exceed the all-time high of \$6,090,128 in 1995.

All in all, things are going very well and moving in a very positive direction. The critical objective now is to successfully attract talented new staff to fill some vacancies, Mr. Boardman said, as well as begin to grow our development team in order to succeed with our five-year plan.

I have served as volunteer member of the Alumni and Foundation Boards for over 20 years, Mr. Boardman said, and I want you to know that I feel that Mike and Mallory and their staff are the most professional group I have ever had the pleasure of working with over that span of time. I believe the division is in good hands. On behalf of the Foundation Board of Directors, I want to thank you for your interest and your support.

Before joining the Board of Trustees, I also sat on the Foundation Board of Directors, Chair Boey said, and it was a great experience serving with Dick on that board. As a result, I have a very deep appreciation for the efforts and all the good that the Foundation does for the university. Under Mr. Boardman's leadership, and under restructuring, it has now become an organization very similar to the Board of Trustees in the sense that it is committee driven. I agree with you that there are a lot of exciting days ahead, he told Mr. Boardman. Thank you for coming today.

Chair Boey announced that the Executive Session would not be very long. We have some important things to discuss in the second half of the meeting, he said, including the election of officers of the Board of Trustees. The Chair then 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 applicable: personnel matters as generally described under §2(c)(1) of the Open Meetings Act, property matters as generally described under §2(c)(5) and (6) of the Open Meeting Act, executive session minute matters as generally described under §2(c)(21) of the Open Meetings Act. Trustee Moser so moved, seconded by Trustee Myles. A roll call of the Trustees to recess to Executive Session was unanimous.

## **BOARD OF TRUSTEES MEETING RECONVENED**

Chair Boey reconvened the public meeting of the Board of Trustees at 11:55 a.m.

## **PRESIDENT'S REPORT NO. 19**

### **UNIVERSITY RECOMMENDATIONS FORWARDED BY THE BOARD COMMITTEES**

Agenda Items 8.a.(1) through 8.a.(11) are actions that have been recommended by the Finance and Facilities and Operations Committee.

#### **Agenda Item 8.a.(1) - Fiscal Year 2000 Nonappropriated Capital Budget**

The Year 2000 nonappropriated capital budget represents a very aggressive program, President La Tourette said, but it is within our resources. A summary of the projects to be pursued this year appeared on page 25 of the meeting report. The summary included projects totaling slightly over \$5 million devoted to replacing roofs, bringing facilities up to date, remodeling and the installation of smart classrooms. Approval of this FY00 nonappropriated capital budget was

requested. Trustee Siegel so moved, seconded by Student Trustee Sosnowski. The motion was approved.

#### **Agenda item 8.a.(2) - Holmes Student Center Café Renovation**

This is an area that involves a very large number of students, the President said, and it is the students who would like to bring this facility up to date. They have recommended that the fees necessary to carry out this renovation be included in the FY00 student fees. The Board approved the fees associated with this facility in April. The President requested Board approval to proceed with an estimated \$830,100 renovation. Chair Boey asked for a motion to approve the Holmes Student Center café renovation. Trustee Siegel so moved, seconded by Trustee Moser. The motion was approved.

#### **Agenda Item 8.a.(3) — International Programs Contract (Renewal)**

The International Programs contract is an annual renewal item. NIU has over 800 students involved in international programming at over 40 sites around the world. International programming collects the funds from the students who participate in the program. The Board's approval would authorize the university to make the required expenditures from those funds. This is basically a pass-through, President La Tourette said, allowing the university to set a budget limit of \$3 million to cover the receipt of these funds and their disbursement to support the programs operated by International Programs. The university requested approval of the International Programs contract renewal. Chair Boey asked for such a motion. Student Trustee Sosnowski so moved, seconded by Trustee Myles. The motion was approved.

#### **Agenda Item 8.a.(4) - Northern Star Printing and Delivery Service Contract**

This item for the printing of the *Northern Star* as well as its delivery to the campus is also a contract that the university presents to the Board every year. This is the first year of a new contract with an additional option for two one-year renewals. The successful bidder was Castle Communications. A contingency was added, and the total amount requested for approval was \$310,000. President La Tourette explained that this financing comes from funds that are generated primarily by advertisements in the *Northern Star*. Chair Boey asked for a motion to approve the *Northern Star* printing and delivery service contract. Trustee Myles so moved, seconded by Trustee Moser. The motion was approved.

#### **Agenda Item 8.a.(5) - Printing Services Equipment Lease**

This item is for the lease of equipment for Printing Services. The charge per unit of paper is extremely low because this is a very efficient, high-speed system. This is a very cost-effective project that provides for a capability of 1.9 million copies a month. The cost at the margin beyond the 1.9 million copies is about .003 of a cent. The university asked Board approval of the first year of this five-year equipment lease item. Chair Boey asked for a motion to approve the Printing Services equipment lease. Trustee Moser so moved, seconded by Student Trustee Sosnowski. The motion was approved.

**Agenda Item 8.a.(6) - Material Distribution Center - Miscellaneous Commodities, Parts and Services**

This item covers commodities, parts and services needed by the Material Distribution Center. There is a continuing need for parts and service on a broad range of mechanical and electrical systems to maintain the campus. This request was for open orders with two suppliers that would allow the university to purchase these materials on an as-needed basis. One order was for \$330,000, the other for \$270,000. Both are funded through the Material Distribution Center auxiliary enterprise operations. Approval of the Material Distribution Center miscellaneous commodities, parts and services item was requested. Chair Boey asked for a motion. Trustee Siegel so moved, seconded by Trustee Myles. The motion was approved.

**Agenda Item 8.a.(7) - Physical Plant Recycling Services**

The recycling services effort involves a universitywide program for the recycling of paper, cans and glass as well as other items. Receptacles have been placed in various areas in each building on campus to allow for the separation of these items and their appropriate collection and recycling. Midpoint International's was a very competitive bid at \$300,000. This includes the entire campus, President La Tourette said, the academic buildings, the administrative buildings and all of the other buildings that fall under auxiliary enterprises. The university asked Board approval of this item. Chair Boey asked for a motion to approve the physical plant recycling services. Student Trustee Sosnowski so moved, seconded by Trustee Myles. The motion was approved.

**Agenda Item 8.a.(8) - North Central Regional Educational Laboratory - Naperville Facility Lease**

This is a lease with NCREL for 30,000 square feet in the NIU Naperville facility. As you will recall, President La Tourette said, the Naperville project will house this federally funded laboratory along with NIU's Business and Industry Services. There is an opportunity for a very synergistic relationship between the two organizations. The combined use of the facility by these units is very cost effective because it allows them to pay rent at a reasonable cost per square foot. At the same time, the President said, it makes it possible for NIU to construct a building of the size that will be needed for the future. Chair Boey asked for approval of the NCREL lease at NIU Naperville. Trustee Siegel so moved, seconded by Student Trustee Sosnowski. The motion was approved.

**Agenda Item 8.a.(9) - Stevenson Hall Renovation - Phase II — Furniture, Fixtures and Equipment**

Furniture, fixtures and equipment are needed to complete the two south towers in Phase II of the Stevenson Towers renovation project. President La Tourette reminded the Board that the funds originally designated for renovating and equipping had to be used to complete the remodeling of the building. At that time we also reported to you that we would identify the extra \$2 million needed for the furniture and fixtures, and this is the request for that authorization. The building is expected to be open by January 2000. Chair Boey asked for approval of the Stevenson Hall renovation, Phase II, furniture, fixtures and equipment request. Trustee Myles so moved, seconded by Trustee Moser. The motion was approved.

### **Agenda Item 8.a.(10) - Bond Resolution in Furtherance of Previous Authorizations of the Board**

This bond resolution authorizes the bond financing necessary to build the convocation center. This is a legal detail that must be presented to the Board so the university can carry out the necessary work, President La Tourette said, and have the necessary authority to proceed with bond financing. Chair Boey asked for such a motion. Trustee Siegel so moved, seconded by Trustee Myles. The motion was approved.

### **Agenda Item 8.a.(11) - Fiscal Year 2000 Salary Increment Allocation Guidelines**

Some time ago, President La Tourette said, the Board recommended that the university try to improve its salaries for the year 2000 and make them more competitive with the peer groups the university uses as a standard. They include the peer groups selected by the IBHE as well as the Mid-American Conference and the institutions that comprise NASULGC. This request is for a five percent increase on the average, which will be funded by a three percent base increase granted by the General Assembly, a one percent additional increase granted by the General Assembly for critical faculty and staff, and a match of one percent by the university. This is something that we have discussed and have been pursuing for some time, the President said. Five percent will be relatively large compared to what we have had on the average in the last several years. We all wish it could be larger, but this does represent a step in the direction of improving our salaries for both faculty and staff. He noted that the total increase will be administered within three different groups — instructional faculty, exempt employees and monthly Civil Service employees — and that all of these administrations will be based on merit rankings of the employees. In answer to a question from Chair Boey, President La Tourette said that the average increase since the Board of Trustees' inception probably ranged from just over four percent to five percent in comparison to a number of years when it was just a little above three percent. Chair Boey said that the currently requested increase is consistent with the Board of Trustees' wish to bring NIU in line with appropriate national salary levels. The Chair asked for a motion to approve the FY00 salary increment allocation guidelines. Student Trustee Sosnowski so moved, seconded by Trustee Moser. The motion was approved.

Agenda Items 8.a.(12) and 8.a.(13) were reviewed and forwarded by the Academic Affairs, Student Affairs and Personnel Committee.

### **Agenda Item 8.a.(12) - Request for a New Minor**

A minor in Productivity within the Bachelor of Science in Technology Program was requested. This program has been identified as being needed for the employment and operation of American manufacturing, which must maintain a competitive position in the world economy. This request is very timely relative to helping manufacturing, President La Tourette said, particularly since the Chicago area is one of the two or three major manufacturing centers in the nation. Chair Boey asked for a motion to approve the request for a minor in Productivity within the Bachelor of Science in Technology Program. Trustee Moser so moved, seconded by Trustee Siegel. The motion was approved.



### **Agenda Item 8.a.(13) - Transfer of Tenure and Tenure-Track Location for Faculty in the College of Education**

This item is associated with the reorganization of the College of Education. The transfer of the tenure and tenure-track location of faculty to reflect this new organization is requested, President La Tourette said, because we are moving from four to seven departments. We have reorganized the faculty so as to focus on the issues that will be important for the next decade or so as we move into the 21<sup>st</sup> Century. One of those is teacher preparation, which has become a major national issue as well as a major state issue. Chair Boey asked for a motion to approve the transfer of tenure and tenure-track location for faculty in the College of Education. Trustee Moser so moved, seconded by Student Trustee Sosnowski. The motion was approved.

### **UNIVERSITY REPORTS FORWARDED FROM THE BOARD COMMITTEES**

#### **Agenda Item 8.b.(1) - Financial Systems Implementation State Report**

We have moved now through the first phase of our financial system, President La Tourette said, and everything is a go as of July 1 of this year. We have had a very successful implementation of this very large and complex system. We have had a great deal of work on the part of the staff that goes well beyond the 40-hour week over a long period of time. We are moving on now to the second phase of the project. Then, within a year, hopefully, the President said, we will be moving on to the human resource part of this project so that ultimately there will be three new integrated systems: the financial system, the human resource system and the student system. We are making very good progress, and I want to emphasize the fact that the staff has done a tremendous job of moving this project forward.

#### **Agenda Item 8.b.(2) - Work Order System Implementation Status Report**

President La Tourette summarized the progress on the work order system implementation. This system will be up and running on July 1, 1999. Again, he said, this has been a very successful implementation of a new system that the university needs in order to operate on a cost-effective basis and to provide the information and reports that are needed not only for the Board of Trustees but for all of the state agencies and other offices to which the university must provide information.

#### **Agenda Item 8.b.(3) - Semiannual Progress Report of Active Capital Projects with a Budget Over \$100,000**

This item explained all of the capital projects currently underway, those projects that are being supervised by the Capital Development Board and those that are being supervised by the campus. The university received almost \$5 million to address and correct problems that occurred during the construction of the Engineering Building. The President expressed his appreciation to Kathy Swanson and Eddie Williams for their efforts and perseverance. Dr. Williams worked with a whole host of construction firms and also with the CDB and the design firm to identify the problems and deal with them in a way that will allow us to solve them once and for all. Ms. Swanson spent time in Springfield getting the CDB to coordinate with the university. This project may even be viewed as a

model, in a sense, the President said, in the way it will be jointly supervised by the university and CDB. A CDB project with the university having a sort of joint supervisory authority is a first. So, by pulling all of these resources together, and with the amount of money being allocated, the President said, hopefully, we can make the dirty clean room clean and solve the circulation problems, the roof problems and a number of other major problems in the building.

#### **Agenda Item 8.b.(4) - Periodic Summary Report of Transactions**

The Board has delegated authority to the President to approve projects up to \$250,000 without Board approval. The university reports projects costing between \$100,000 and \$250,000 to the Board. This report listed 12 such projects approved by the President totaling just over \$1.9 million.

#### **Agenda Item 8.b.(6) - Update on the Governor's Illinois FIRST Proposal**

President La Tourette emphasized that the \$12 billion Illinois FIRST program did not include higher education. Ms. Swanson indicated earlier that items were added only through legislative member initiatives. So, the President said, as Mr. Burkhart indicated this morning, this was one of the missed opportunities of higher education in the whole legislative process. Not just Northern, but all of higher education, perhaps, could have done better because at one point there were lists circulating which indicated that perhaps the universities would receive between \$400 and \$500 million of Illinois FIRST projects, but the political clout was not there to do that.

#### **Agenda Item 8.b.(7) – Federally Funded Police Positions**

In 1994 President Clinton signed the Violent Crime Control and Law Enforcement Act which created a partnership between the federal government and local police jurisdictions to improve and increase the number of officers that would be available to a local jurisdiction. This community policing concept received support from the federal government. As a result of that, President La Tourette said, local municipalities and police jurisdictions could apply for a federal grant to support additional police officers under a 75:25 percent split, with the 75 percent coming from the federal grant. The position would be supported for three years at that level. At the end of the three-year term, the local jurisdiction would take over the full salary of the position. Chief John Pickens submitted a request for a grant from the federal government to assist Northern Illinois University with its public safety office. As a result of three grant requests filed in 1996, 1998 and this year, NIU has received a total of \$450,000, which has enabled the university, over that three-year period, to hire six additional police officers. It is an excellent program, the President said, and, because of it, we are able to offer student patrol services and night escort services for students.

#### **Agenda Item 8.b.(8) - Reorganization of the College of Education**

President La Tourette called the Board's attention to the fact that when he and Kathy Swanson were in Washington, they met with the government representative of AASCU, who shared with them a new report entitled *The Call for Teacher Education Reform*. This is a very important national and state issue. There will be a need for about 2.1 million new teachers in this next decade because, of the 3 million or so teachers we now have, about two-thirds will retire. Not only is AASCU making this a high priority, but in surveys of the public and of

business leaders conducted by the Board of Higher Education, teacher preparation was the number one item. So, in part, what we are trying to do here is strengthen our College of Education to prepare the future teachers. The President then asked Dr. Lynne Waldeland to make a few comments on the College of Education reorganization.

Dr. Waldeland said the first programmatic inquiry of a broad-based nature that came from this Board of Trustees when it was formed in 1996 was a question about the College of Education and preparation of teachers generally. There was a sense on the Board that the College of Education, which had once been extremely renowned, probably did not have quite that same image today. There were some good reasons for this, including new competition in the area. But there was a strong sense on the part of the Board that we needed to look at what we were doing in terms of preparing teachers and other school personnel. When Dean Alfonzo Thurman was hired, the Board gave him a mandate to restore and revitalize the College of Education, she said, and he has proceeded to move in that direction. During this past year, the College of Education has been working toward a reorganization. Actually, Dr. Waldeland said, we have been engaged in discussions about focus and mission and some new directions for the College of Education for more than a year. During the spring semester, the college engaged in conversations about a new departmental structure, and the dean proposed that the former four departments become seven. The general layout of those departments was described in Agenda Item 8.b.(8).

There are maybe five main goals that are expected to come from this reorganization. First and foremost, Dr. Waldeland continued, is a much-strengthened focus on teacher education. The college has made a commitment to have teacher education be the clear and defining primary mission of all that it does. A second goal is to achieve synergies that are not now in evidence, both among programs and among faculty. Programs have been moved into conjunction with each other by virtue of the movement of the faculty who deliver them, she said, and there is a hope that the placement of the programs and the faculty where they are will result in some new developments, some rethinking and some fine tuning. Another goal, which is important in recruiting students, is visibility. The current four departments did not have very descriptive titles, except for physical education, which has retained that name. Some of our strongest programs were buried under nondescript titles, Dr. Waldeland said, and I think part of the goal has been to name departments in such a way that potential students will not have trouble finding out if Northern offers a specific program. A fourth goal for the coming year is curricular review and revitalization. In order to carry out a reorganization, there is a lot of infrastructure work that has to be done, including the action the Board took at this meeting to transfer tenure to these new departments. The goal for the coming year would be that the faculty in the new configurations will engage in dialogue about the existing curriculum and come up with ideas about ways in which, perhaps, it should be changed, and, perhaps they will come up with ideas about new programs. The last goal, Dr. Waldeland said, is probably one related to all of the others — better communication. There is a reduction of layers of administration implicit in this organization, and the hope is that there will be much better communication within the college within these departmental units, among these departmental units and, ultimately, within the university, as well as a better university understanding of what each of the departments is doing. Dr.

Waldeland noted that the Graduate Council agreed to make the seven titles working titles at this point and return for final action on the proposed titles in the fall.

Ms. Kathy Swanson, Executive Director for State and Federal Relations, stated that she and President La Tourette were in Washington for the last two days. During the meeting with the AASCU leadership, they talked extensively about the issue of teacher preparation programs on a national level and, particularly, at a state level in Illinois. One of the things I wanted to draw to the attention of this Board and the college campus, Ms. Swanson said, is that on April 1 of next year, all institutions, nationwide, with teacher preparation programs will be required to participate in an annual reporting procedure to the state government. That information will be included in a state report that will then be sent on to the Secretary of Education in Washington on the ability of our individual programs to meet certain predefined goals, which are still being discussed and will be set in Washington. AASCU has had extensive input into that process. However, the final decision on the goals for those programs and the evaluation criteria by which the programs will be assessed will be set by the Secretary of Education. Ms. Swanson thought those goals would be coming out in early fall. The university will have several months to comply and produce its first report. From that point on, we will be judged accordingly, Ms. Swanson said, so when President La Tourette mentioned that teacher preparation issues are very important on a national level, he was very kind in his assessment. There is a tremendous concern on the part of the U.S. Congress, the Secretary of Education and the state legislatures all across the nation, as well as in our own state legislature, and I think we need to be very cognizant of that, she concluded.

President La Tourette gave copies of the AASCU statement on this issue to Board members. Extras were to be given to the Provost for distribution in the College of Education. Adding to Ms. Swanson's remarks, the President said the thinking here is much more stringent than the typical NCATE standards and the kind of accreditation review that NCATE carries out. The first statement made was "Urge the closing of teacher education programs that are unable to achieve the recommended reforms within five years." We have to be aware of the fact that things are moving fast, the President said, and we really need to carry out, in a logical fashion, the reorganization of our college to achieve the objectives that Dr. Waldeland has articulated. At the same time, I recognize that the college is being asked to make a major change. In looking back on the history here, President La Tourette said, in the 1970s there was a tremendous drop-off in the demand for teachers. In response to that, the college shifted its focus more to the graduate level to provide support for in-service teachers and administrators. Over the years, the university has developed some very fine graduate programs, and we do not want to have those deteriorate. Now, it has to shift back to a focus on teacher preparation because of the urgent national and state needs. This is a very difficult task, but it is one on which we have to move. It is on top of us. It is that much of a crisis, the President said, and I think we have been moving and must continue to move with deliberate speed.

#### **Agenda Item 8.b.(9) - 1999 Faculty Emeritus Recognition**

Following upon the discussion we had in January with the Academic Affairs, Student Affairs and Personnel Committee, President La Tourette said, we are

presenting people who are receiving emeritus status. Following the recommendation of the Chair, those people retiring with Presidential Research professorships have been identified. Each year a list of this sort will be published. When the list is published and presented to the Board, those people who are designated on the list will be able to officially use the title of emeritus — e.g., professor emeritus, associate professor emeritus, or Presidential Research Professor Emeritus.

### **Agenda Item 8.b.(10) - 1998-99 Program Review Summary**

President La Tourette complimented Dr. Waldeland and her staff on the great job they did on putting this year's program review together. We have a very stringent and demanding review process. Programs that were no longer viable have been closed down. Programs that have slipped have been reoriented. Programs that are judged to be very good have been somewhat redirected in order to address emerging needs. Though it takes a great deal of time and effort, the President said, it is very important to the university to continue the program review process and to keep our programs up to date as we encounter changing needs and new demands placed on us by the external world.

### **ITEMS DIRECTLY FROM THE PRESIDENT**

#### **Agenda Item 8.c.(1) - Collective Bargaining Agreement**

This is a very good three-year contract negotiated with the instructors, the President said. The contract includes one year that has already passed, and there is general agreement that progress has been made toward addressing the issues that involve our instructors. The instructors do fill a very important role in the university, with around 60 of the 130 members being critical to our core programs in areas such as math, English and speech. President La Tourette noted that the contract is consistent with both the guidelines established last year by the Board and the guidelines just established for salary implementation. Chair Boey asked for a motion to approve the collective bargaining agreement with the University Professionals of Illinois (UPI), Local 4100. Trustee Myles so moved, seconded by Trustee Moser. The motion was approved.

#### **Agenda Item 8.c.(2) - Tenure Appointments**

These three tenure recommendations are brought to the Board separately, President La Tourette said, because they are recommendations for three faculty members who are joining us in very key appointments. The recommendations are to grant tenure to Dr. Eliakim Katz as a professor and chair of the Department of Economics, Dr. Kyuil Kim as a professor and chair of the Department of Industrial Engineering, and Dr. Clifford R. Mirman as an associate professor and chair of the Department of Technology. Both of the engineering people have very substantial academic and industrial business credentials. It is extremely important that our college continue to have a very high percentage of its faculty with significant industrial experience, the President stated. Chair Boey asked that each of the recommendations be changed to read " ...Board of Trustees *approve* the decision..." instead of "...Board of Trustees *endorse* the decision..." The Chair then asked for a motion to approve the three tenure appointments. Trustee Siegel so moved, seconded by Student Trustee Sosnowski. The motion was approved.

**Agenda Item 9.a. - Pre-Tax, Qualified Parking Benefit for Employees**

Congress recently authorized pretax benefits for qualified transportation expenses, including use of an employer's on-premises parking facilities. The university charges fees to its staff for parking privileges. Typically, the cost of this privilege has been handled by payroll deduction of after-tax funds earned if so authorized by the individual. This benefit allows the fee to be deducted as a pretax benefit through payroll deduction up to \$175 per month. Trustee Siegel said that the university should be sure to get the message out to the faculty and staff that there is a significant tax advantage in using payroll deduction, otherwise they do not get the benefit. Following up on Trustee Siegel's remarks, President La Tourette said that if people do sign up for the payroll deduction, the W-2 will reflect it. Their income will be automatically adjusted for tax reporting purposes. Chair Boey asked for a motion to approve the pretax, qualified parking benefit for employees. Trustee Myles so moved, seconded by Trustee Moser. The motion was approved.

**Agenda item 9.b. - Executive Session Minutes Release**

The Chair recommended that the Board approve the release from confidentiality of the specified sections of the Executive Session Minutes as reviewed and advised for December 10, 1998 and January 14, 1999. Those sections, if any, that are still subject to confidentiality, together with sections from subsequent meetings, will be considered again in approximately six months. The Chair asked for a motion to release the stated sections of Executive Session Minutes. Trustee Myles so moved, seconded by Trustee Moser. The motion was approved.

**OTHER MATTERS****Agenda Item 10.a. - Property matters**

Chair Boey asked Dr. Eddie Williams to brief everyone on this item. Dr. Williams stated that this item was presented to the Board in Executive Session. The university asks for approval of a property trade that includes the Sycamore property, better known as NIU's original engineering facility, which is under lease now to the Christian School. That property would be traded for the ministorage property on Lincoln Highway here in DeKalb, which is adjacent to and adjoining the 200 acres of land recently purchased by the Board of Trustees. There is no additional cost involved on the university's part. Chair Boey asked Parliamentarian Davidson to read the motion: The Board of Trustees authorizes a contract with the First Illinois Bank of Wilmette, as Trustee for Trust 0513, and the DeKalb Christian Education Association, Inc., for (1) the trade of 23.46 acres more or less and existing improvements, as described in Attachment A, of the approximately 34.65 acres in the Northern Illinois University Sycamore site (formerly the College of Engineering) for equivalently valued parcels of land, as described in Attachment B, and existing improvements, known as Mini Storage, located in the West Campus area in DeKalb, Illinois, and (2) a multiyear leaseback of the property described in Attachment A to the Seller for four years with provision for early termination of lessee's rights at a liquidated amount not to exceed a prorated amount of \$100,000 per year, all to be approved by the

University President in consonance with applicable state law and with appropriate safeguards for the Board of Trustees and the State of Illinois. Trustee Siegel so moved, seconded by Student Trustee Sosnowski. The motion was approved.

#### **Agenda Item 10.b. - President's Performance Evaluation**

In Executive Session, Chair Boey stated, the Board discussed the review of Dr. John La Tourette's performance for the last year. It was the unanimous consensus of the Board of Trustees that he has done a very good job. The Chair then asked for a motion to approve a 6% increase in President La Tourette's base salary effective July 1, 1999. Trustee Myles so moved, seconded by Student Trustee Sosnowski. The motion was approved.

I would like the record to note, Trustee Siegel said, that on all the increases that have been granted to Dr. La Tourette since the establishment of this Board, on every one of them, the President has argued against it. I think that it should be noted that we have done what was appropriate after review, in spite of President La Tourette's arguments against some of these increases. Chair Boey said it should be clear that the President's arguments were always for less, not more.

#### **Agenda Item 10.c. - Student Trustee Resolution**

Chair Boey presented the outgoing Student Trustee with a resolution from the Board.

### **R E S O L U T I O N**

**WHEREAS** Joseph Sosnowski was selected by his constituents at Northern Illinois University to represent their interests and has faithfully served the Board of Trustees of Northern Illinois University as its fourth Student Trustee; and

**WHEREAS** in said position, Mr. Sosnowski capably discharged those duties and responsibilities while at the same time keeping in mind the interests of all of the people of the State of Illinois in addition to the well-being of Northern Illinois University; and

**WHEREAS** Mr. Sosnowski has demonstrated devotion to, cooperation with and support for the Board, Northern Illinois University, and the faculty, staff, and student personnel of same; and

**WHEREAS** the Board of Trustees and Northern Illinois University have received the benefit of his helpful insights which have been of special worth; and

**WHEREAS** the Board of Trustees wishes to officially express its appreciation for the many far-reaching contributions by Mr. Sosnowski to all of the above-mentioned interests of this Board,

**NOW THEREFORE BE IT RESOLVED** that the Board of Trustees of Northern Illinois University, in formal meeting herein assembled, extends its grateful appreciation to Mr. Joseph Sosnowski for his outstanding and loyal service.

**BE IT FURTHER RESOLVED** that this **RESOLUTION** be presented to Mr. Sosnowski and a copy of this document be placed in the official files of this Board as a part of the permanent record of the great State of Illinois and as a lasting tribute to the performance and accomplishments of Mr. Joseph Sosnowski.

Adopted in a regular meeting assembled this **17<sup>th</sup>** day of **June**, 1999.

**Board of Trustees of  
Northern Illinois University**

**(SEAL)**

\_\_\_\_\_  
Chair

Attest:: \_\_\_\_\_

Student Trustee Sosnowski made the following comments:

It has been a privilege to serve with my fellow Board members. In the past year, we have accomplished quite a lot. We definitely prepared Northern Illinois for the new millennium by addressing the needs of a more culturally diverse student body with different departments on campus and buildings, such as the Equity Center and University Resources for Latinos, that are now or about to be under construction. We have helped moms and dads who wanted to go back to school, and who have young children, to work around their schedules. Ground was just broken for the new campus Child Care Center. And let us not forget the convocation center, which will definitely help lead Northern Illinois University into a very bright future. I look forward to coming back in a couple of years and looking at the campus and seeing how much it has changed and how much better Northern will be progressing.

When Steve Kovacs left this position, he put it simply saying, "One day I'd like to come back to a Board very similar to this with the type of professionals who sit on it and not just be an appointed student, but a full-fledged Board member appointed by the Governor." It would be an honor to reach that status. My fellow Board members are a very professional group, very dedicated to Northern, very dedicated to promoting Northern, not just in the region but in the country. We owe a lot of the work we have done in the past year to the leadership of President La Tourette. He has simply been a remarkable person, a remarkable leader. He has done a remarkable job, and he will definitely be missed. I want to wish him the very best as he enters a new phase in this life. Who knows what he will be doing as he galavants across Arizona, but I know he will definitely be affecting people in a very positive way as he has done with us. I want to thank the Board members, the university and all the administrators and students I have worked with over the past four years. It has really been a privilege to serve on this Board. Thank you.

Chair Boey thanked Student Trustee Sosnowski for those kind words and said he had been a great help to the Board all year.



#### **Agenda Item 10.d. - Oath of Office Administered to New Student Trustee**

Chair Boey then asked the new Student Trustee, Andrew E. Anderson, to come forward for the administration of the Oath of Office. He took his seat on the Board of Trustees effective July 1, 1999.

I, Andrew Anderson, do solemnly swear that I will support the Constitution of the United States, the Constitution of the State of Illinois and the laws thereof and that I will faithfully discharge the duties of Trustee for the Board of Trustees of Northern Illinois University to the best of my ability.

Mr. Anderson made the following comments:

I would just like to say how honored I am to be in this position. It is kind of an experimental phase combining the Student Association President and Student Trustee positions, and I am looking forward to it. Finally, I would just like to thank Mr. Joe Sosnowski on behalf of the Student Association and the students of this university for his years of service with the Student Association and as a member of this Board. Thank you.

It is important to note the time commitment that the Chair of this Board makes, Trustee Siegel remarked. You sacrifice your business and personal life. There never seems to be enough time to deal with the never-ending issues, which constantly come up. Had I once not served as Chair, I would certainly question one's sanity both before the start of the term as well as at the conclusion of the term. Bob, I hope that everyone understands and appreciates the commitment you made to NIU by serving as Board Chair these past two years. It is not an easy job. The money stinks, but the compensation in satisfaction is great. Thank you.

Chair Boey thanked Trustee Siegel for his very gracious remarks. He went on to say:

And so it is, my two terms as Chair of the Board of Trustees will expire at the end of this month. Personal time and energy level and the Board of Trustees *Bylaws* dictate that it is time for a new Chair. Allow me to make a few observations about the last two years at NIU. First, I want to thank my fellow Trustees, by telling you how much I appreciated your support during my tenure. I want to express my appreciation to the wonderful NIU staff who make me look much better than I deserve as Chair. The people in the President's Office, the Finance and Facilities Division, Academic and Student Affairs, Legislative Affairs, and Development and University Relations have all been wonderful to work with. My successor will find himself well-served by these quality people. I hope they know how valuable they have been in providing their services to this Board and this university. I want to thank President John La Tourette. Thank you, John, for your vision, your creativity, your determination and your unwavering commitment to education at NIU. I believe that the successes we celebrate here today reflect each of those elements. You have been a pleasure to work with, and I wish you well in this coming transition year. I will save my accolades on all of your accomplishments for a separate appropriate time.

As we move forward, I believe it is important to take a minute and reflect back on how far we have come. The last two years have seen major project initiatives, many more than in past decades combined. The massive revitalization of our Physical Plant, and particularly, our West Campus, represents the outcome of many long hours of discussion about the future of this university. The investments that we have made in these quality of life improvements will pay back many times over in happier more satisfied students and prospective students. It is all about marketing and competition and student life. I am happy to say that the integration of in-class and out-of-class experiences have never been more productive. We are viewing our students as whole people and serving their needs accordingly rather than struggling to reach across artificial boundaries to solve their problems. Our enrollment has stabilized during the last two years and is on the upswing. Private giving has also increased over the past two years and with it our ability to fund special programs and attract talented students and faculty. The list of building projects that we have overseen, approved and, in some cases, even dedicated, is long and growing longer: the renovation of Altgeld Hall, dedication of the Engineering Building, Faraday West, Latino Center, Child Care Center, Diversity Center, the renovation of Stevenson Towers and other major West Campus projects. All of those got underway or went through significant planning and approval processes during these past couple of years. I am particularly pleased to have been in this position at the time when this Board finally, after so many years, approved the convocation center.

NIU, over the past few years, has also strengthened its regional presence. We have seen our Hoffman Estates campus filled to capacity and plans developed for a new and larger facility there. Our Rockford site continues to grow and play an important part in the life of that large community. The announcement of plans for our new Naperville site generated excited phone calls from students anxious to know when they could attend classes there. The NIU brand name is in high demand, and that is perhaps the most gratifying reward for our service on this Board.

I can go on with the list of accomplishments, but I think I would rather just conclude with this thought. The university is and always has been about learners who come here for knowledge and those who help them to obtain it. I have been and always will be guided by one thought in every major decision regarding the university, and that is, "What is best for NIU?" It is an honor to be part of this process, and I thank you for the opportunity to serve you in this way. Many thanks again for all the help you have given me. Thank you.

And now we come to the election of officers beginning on July 1, 1999, Chair Boey said. Allow me the privilege of making this motion to elect the following slate of officers — by acclamation would be my preference:

Chair: George Moser  
Vice Chair: Myron Siegel  
Secretary: Manny Sanchez  
Fourth Member of the Executive Committee: Robert Boey  
University Civil Service Merit Board: James Myles

May I have a second to my motion by acclamation that these will be the Board officers beginning July 1, 1999. Student Trustee Sosnowski seconded the motion. The motion was unanimously approved.

President La Tourette made a presentation to Chair Boey and stated the following:

We have established a tradition of recognizing the Chair at the time he or she leaves office, and I certainly cannot add much to Bob's comments. He has been very committed to this university. He has followed the dictum that he mentioned to think about the university and the needs of our students first. And he followed very well in the tradition established by Myron Siegel, who served as the first Chair. This has been a marvelous experience for me that I wish this university could have had many years ago. And I know Dr. Monat would have wished the same thing, because it has made a tremendous difference not only for the university leadership but I really believe for our students, our faculty and staff, and for the university as a whole. So, Bob, I wanted to thank you and recognize you for your service. It has been a marvelous couple of years. On behalf of all of us, let me present you with this memento of your chairship with warmth and feeling and with appreciation.

Trustee Moser also made a presentation to Chair Boey.

I would like to express, on behalf of the Board and Northern Illinois University, great appreciation for everything you have done. As a memento of your efforts on the West Campus, we put together a collage, and we would like to present that to you as well. Thank you, Bob.

Chair Boey accepted the gifts and said:

Thank you so much. It has been a long day and I just want to end it this way. It has been really truly a wonderful experience. I cannot say enough about my experience with staff. And, above all, I cannot say enough, as I said in my remarks earlier, about John La Tourette. My only regret during this two years is that his retirement occurred on my shift. I keep telling him, wait another year and let somebody else worry about your retirement, but he would not listen. It truly has been a pleasure. It is an experience that you cannot buy. You can only go through it and then experience it. And, as Myron Siegel said, unless you have gone through it, you do not know the feeling. But above all, the idea that you have made perhaps a slight contribution to this great university — no money can buy that feeling for you. You have to experience it. And I have been given this rare privilege of being able to experience a little bit of it. Thank you all so much.

Chair-Elect Moser made the following comments:

Thank you, fellow trustees, for the vote of confidence you have given me with this new position. I have two very tough acts to follow: First, Myron Siegel, who, as our very first board chair, pulled us together and helped establish the traditions and procedures that we use today; and secondly, Bob Boey, who has served us so ably for the past two years, presiding over a tremendous growth period at NIU. Bob and Myron, I will do my best to continue the traditions of service and

dedication which you have begun, and will call on your wise counsel many times, I am sure, in the weeks and months ahead.

When this Board was created three and a half years ago, the NIU administration acted as a bridge between the old form of governance and its replacement in this Board of Trustees. Now we are a strong, well-established group, and we find ourselves playing a similar role — this time we're acting as the bridge between one administration and the next. Without a doubt, the search for the new president to replace John La Tourette will be the single most important act of leadership this Board has undertaken since its creation. In choosing a new president, this Board will be making clear its vision and aspirations for Northern Illinois University in the new millenium. Fortunately, we are working from a position of strength, thanks to the leadership of John and his administrative team. The next NIU president will be assuming leadership of a very strong and well-positioned institution.

In my previous position as chair of the Legislation, Audit and External Affairs Committee, I had the opportunity to see firsthand how NIU has ascended to a position of statewide leadership. Legislative changes that have benefited all of Illinois higher education over the past three years have largely originated on this campus.

The special development bill that allows us to develop land on the west part of our campus is another example of our success in Springfield. The only piece of reform legislation passed by the General Assembly this spring was a bill that we sponsored to ease some restrictions in the year-old state procurement law. These are just a few examples of NIU's strength in one arena with which I am familiar — the state legislature — now I can assure you that similar strengths exist in every university venue.

I believe our goals for the coming year are fairly well prescribed by the groundwork we've laid to date. I'll just mention a few:

- We must expand our campus master plan to include development of the west campus area. Discussions with developers must begin this year to assess interest in that project, and I would like to see us develop and distribute RFP's — Requests for Proposals — within the next twelve months.
- We must initiate planning for Phase 2 of the residence hall redevelopment project. It is clear from the success of the Stevenson remodeling project that this is the direction we must continue to pursue to improve the quality of life for our undergraduates.
- We must successfully open our Naperville facility this year. I would ask that our administration develop a unifying identity plan for all four of our regional sites in Hoffman Estates, Naperville, Oregon and Rockford. These sites are NIU's physical presence in the region. With the addition of our Naperville site, we will attain a reach that requires greater thought about image and identity issues.

- On this campus, we must see to completion several important capital projects for which we have already received funding: the Altgeld Hall renovation, construction of the Convocation Center and final completion of the Engineering Building.
- For the year 2001, we must aggressively pursue funding for the Library buildout, the Stevens Building renovation and the campus chiller project.

In addition to building and repairing physical structures, our goals must include building and expanding relationships. To this end, I suggest we pursue the following:

- Establishment of a Public University Trustees' Association. The combined strength of trustees from around the state could be brought to bear on critical issues that affect us all.
- A political action ambassadors program that makes use of our considerable alumni strength in support of key issues affecting the life and health of Northern Illinois University
- An increase in the synergies between and among the various external relations areas at Northern. We have, without a doubt, some of the best staff anywhere in these areas. I would like to see us continue to invest in these key areas of government relations, public affairs, marketing, alumni affairs and fundraising.

Finally, we must continue to pursue the highest possible academic quality and access to our programs with the appropriate concern for cost to parents and students. All of our talk about buildings and legislation and new programs are really centered around the simple theme of service to students. We must never lose sight of that priority, and we must always be guided by what is best, in the long run, for those whom we serve.

Once again, I thank all of you for your support, and ask that you continue to provide me and my fellow trustees with your help and counsel in the challenging year ahead. Thank you.

<b>NEXT MEETING DATE</b>
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The next meeting will be held in September. The exact date will be announced later.

Chair Boey entertained a motion to adjourn. Trustee Myles so moved, seconded by Trustee Siegel. The motion was approved. The meeting was adjourned at 1:10 p.m.

Respectfully submitted,

Sharon M. Mimms  
Recording Secretary

**Proposed Agreement with First Illinois Bank of Wilmette,  
as Trustee for Trust 0513,  
and DeKalb Christian Education Association, Inc.  
for Real Property Trade**

Proposed Motion:

The Board of Trustees authorizes a contract with the First Illinois Bank of Wilmette, as Trustee for Trust 0513, and the DeKalb Christian Education Association, Inc., for (1) the trade of 23.46 acres more or less and existing improvements, as described in **Attachment A**, of the approximately 34.65 acres in the Northern Illinois University Sycamore site (formerly the College of Engineering) for equivalently valued parcels of land, as described in **Attachment B**, and existing improvements, known as Mini Storage, located in the West Campus area in DeKalb, Illinois, and (2) a multiyear leaseback of the property described in **Attachment A** to the Seller for four years with provision for early termination of lessee's rights at a liquidated amount not to exceed a prorated amount of \$100,000 per year, all to be approved by the University President in consonance with applicable state law and with appropriate safeguards for the Board of Trustees and the State of Illinois.

## ATTACHMENT A

23.46 acres more or less comprised of the following property currently owned by the Board of Trustees of Northern Illinois University:

### **Legal Description:**

#### Parcel One

THAT PART OF LOT 1002 OF THE ANACONDA WIRE AND CABLE COMPANY RESUBDIVISION OF PART OF SECTIONS 29 AND 32, TOWNSHIP 41 NORTH, RANGE 5 EAST OF THE THIRD PRINCIPAL MERIDIAN, DeKALB COUNTY, ILLINOIS, DESCRIBED AS FOLLOWS: COMMENCING AT A POINT ON THE WEST LINE OF SAID SECTION 29 (SAID WEST LINE ALSO BEING THE WEST LINE OF SAID LOT 1002) THAT IS 863.41 FEET NORTHERLY OF, AS MEASURED ALONG SAID WEST LINE, THE SOUTHWEST CORNER OF SAID SECTION 29; THENCE SOUTHERLY ALONG SAID WEST LINE, 365.65 FEET FOR THE POINT OF BEGINNING; THENCE SOUTHEASTERLY AT AN ANGLE OF 100°5'20" MEASURED CLOCKWISE FROM THE LAST DESCRIBED COURSE, 918.92 FEET; THENCE SOUTHERLY AT AN ANGLE OF 90°21'47" MEASURED COUNTERCLOCKWISE FROM THE LAST DESCRIBED COURSE, 547.21 FEET TO A POINT ON THE SOUTHERLY LINE OF SAID LOT 1002 THAT IS 825.06 FEET SOUTHEASTERLY OF, AS MEASURED ALONG SAID SOUTHERLY LINE, THE SOUTHWEST CORNER OF SAID LOT 1002; THENCE NORTHWESTERLY ALONG SAID SOUTHERLY LINE, AT AN ANGLE OF 89°40'02" MEASURED COUNTERCLOCKWISE FROM THE LAST DESCRIBED COURSE, 825.06 FEET TO THE SOUTHWEST CORNER OF SAID LOT 1002; THENCE NORTHERLY ALONG THE WESTERLY LINE OF SAID LOT 1002, AT AN ANGLE OF 100°02'49" MEASURED COUNTERCLOCKWISE FROM THE LAST DESCRIBED COURSE, 556.22 FEET TO THE POINT OF BEGINNING, ALL IN SYCAMORE TOWNSHIP, DeKALB COUNTY, ILLINOIS.

#### Parcel Two

LOT 1002 OF THE ANACONDA WIRE AND CABLE COMPANY RESUBDIVISION, ACCORDING TO THE PLAT THEREOF RECORDED IN BOOK "L" OF PLATS, PAGE 4 ON SEPTEMBER 18, 1959, AS DOCUMENT NO. 297485, IN DeKALB COUNTY, ILLINOIS, EXCEPTING THEREFROM THE FOLLOWING: ALL THAT PART OF LOT 1002 LYING NORTH OF A LINE DRAWN FROM A POINT ON THE WEST LINE OF SECTION 29, SAID POINT BEING 863.41 FEET NORTH OF THE SOUTHWEST CORNER OF SECTION 29, TO A POINT ON THE WEST LINE OF LOT 2 OF LOOMIS SECOND ADDITION, THE LAST DESCRIBED POINT BEING 18.07 FEET SOUTHERLY FROM THE NORTHWESTERLY CORNER OF SAID LOT 2 AND EXCEPT THAT PART OF LOT 1002 OF THE ANACONDA WIRE AND CABLE COMPANY RESUBDIVISION OF PART OF SECTION 29 AND 32, TOWNSHIP 41 NORTH, RANGE 5 EAST OF THE THIRD PRINCIPAL MERIDIAN, DeKALB COUNTY, ILLINOIS, DESCRIBED AS FOLLOWS: COMMENCING AT THE SOUTHEAST CORNER OF SAID LOT 1002; THENCE NORTHERLY, ALONG THE EASTERLY LINE OF SAID LOT, 728.49 FEET FOR A POINT OF BEGINNING; THENCE CONTINUING NORTHERLY ALONG SAID EASTERLY LINE, 180.00 FEET; THENCE WESTERLY, AT AN ANGLE OF 93°24'33" MEASURED CLOCKWISE FROM SAID WEST LINE, 1,596.83 FEET TO A POINT ON THE WEST LINE OF SAID SECTION 29 THAT IS 863.41 FEET NORTHERLY OF, AS MEASURED ALONG SAID WEST LINE, THE SOUTHWEST CORNER OF SAID SECTION 29; THENCE SOUTHERLY, AT AN ANGLE OF 79°54'40" MEASURED CLOCKWISE FROM THE LAST DESCRIBED COURSE ALONG SAID WEST LINE, 365.65 FEET; THENCE SOUTHEASTERLY AT AN ANGLE OF 100°05'20", MEASURED CLOCKWISE FROM SAID WEST LINE, 1,080.00 FEET; THENCE NORTHEASTERLY, AT RIGHT ANGLES TO THE LAST DESCRIBED COURSE, 150.00 FEET; THENCE SOUTHEASTERLY, AT AN ANGLE OF 93°44'48", MEASURED COUNTERCLOCKWISE FROM THE LAST DESCRIBED COURSE, 463.97 FEET TO THE POINT OF BEGINNING, ALL IN SYCAMORE TOWNSHIP, DeKALB COUNTY, ILLINOIS, AND EXCEPT THAT PART OF LOT 1002 OF ANACONDA WIRE AND CABLE COMPANY RESUBDIVISION OF PART OF SECTIONS 29 AND 32, TOWNSHIP 41 NORTH, RANGE 5 EAST OF THE THIRD PRINCIPAL MERIDIAN, DeKALB COUNTY, ILLINOIS, DESCRIBED AS

FOLLOWS: COMMENCING AT A POINT ON THE WEST LINE OF SAID SECTION 29 (SAID WEST LINE ALSO BEING THE WEST LINE OF SAID LOT 1002) THAT IS 863.41 FEET NORTHERLY OF, AS MEASURED ALONG SAID WEST LINE, THE SOUTHWEST CORNER OF SAID SECTION 29; THENCE SOUTHERLY ALONG SAID WEST LINE, 365.65 FEET FOR THE POINT OF BEGINNING; THENCE SOUTHEASTERLY AT AN ANGLE OF 100°05'20" MEASURED CLOCKWISE FROM THE LAST DESCRIBED COURSE, 918.92 FEET; THENCE SOUTHERLY AT AN ANGLE OF 90°21'47" MEASURED COUNTERCLOCKWISE FROM THE LAST DESCRIBED COURSE, 547.21 FEET TO A POINT ON THE SOUTHERLY LINE OF SAID LOT 1002 THAT IS 825.06 FEET SOUTHEASTERLY OF, AS MEASURED ALONG SAID SOUTHERLY LINE, THE SOUTHWEST CORNER OF SAID LOT 1002; THENCE NORTHWESTERLY ALONG SAID SOUTHERLY LINE AT AN ANGLE OF 89°40'02" MEASURED COUNTERCLOCKWISE FROM THE LAST DESCRIBED COURSE, 825.06 FEET TO THE SOUTHWEST CORNER OF SAID LOT 1002; THENCE NORTHERLY ALONG THE WESTERLY LINE OF SAID LOT 1002, AT AN ANGLE OF 100°02'49" MEASURED COUNTERCLOCKWISE FROM THE LAST DESCRIBED COURSE, 556.22 FEET TO THE POINT OF BEGINNING, ALL IN SYCAMORE TOWNSHIP, DeKALB COUNTY, ILLINOIS.



## **ATTACHMENT B**

7.20 acres more or less comprised of the following property currently owned by the First Illinois Bank of Wilmette, as Trustee, for Trust 0513:

Tax Identification Number: 08-21-100-010-0000

Street Address: West Lincoln Highway

City: DeKalb

County: DeKalb

### **Legal Description:**

#### Parcel One

PART OF THE EAST 1/2 OF THE NORTHWEST 1/4 OF SECTION 21, TOWNSHIP 40 NORTH, RANGE 4 EAST OF THE THIRD PRINCIPAL MERIDIAN, DeKALB COUNTY, ILLINOIS, DESCRIBED AS FOLLOWS: COMMENCING AT THE POINT OF INTERSECTION OF THE EAST LINE OF THE NORTHWEST 1/4 OF SAID SECTION 21 WITH THE CENTERLINE OF A HIGHWAY RUNNING EASTERLY AND WESTERLY THROUGH SAID QUARTER KNOWN AS S.B.I. ROUTE 6; THENCE NORTHWESTERLY ALONG SAID CENTERLINE A DISTANCE OF 390.34 FEET TO A POINT THAT IS 366 FEET (AS MEASURED AT RIGHT ANGLES) WEST OF THE EAST LINE OF THE NORTHWEST 1/4 OF SAID SECTION 21; THENCE NORTHERLY PARALLEL WITH THE EAST LINE OF THE NORTHWEST 1/4 OF SAID SECTION 21, A DISTANCE OF 326.37 FEET TO A POINT THAT IS 306 FEET (AS MEASURED AT RIGHT ANGLES) NORTHEASTERLY OF THE CENTERLINE OF SAID S.B.I. ROUTE 6 FOR THE POINT OF BEGINNING; THENCE CONTINUING NORTHERLY PARALLEL WITH THE EAST LINE OF THE NORTHWEST 1/4 OF SAID SECTION 21 A DISTANCE OF 206.91 FEET; THENCE NORTHWESTERLY PARALLEL WITH SAID CENTERLINE, A DISTANCE OF 635.4 FEET TO A POINT THAT IS 366 FEET (AS MEASURED AT RIGHT ANGLES) EAST OF THE WEST LINE OF THE EAST 1/2 OF THE NORTHWEST 1/4 OF SAID SECTION 21; THENCE SOUTHERLY PARALLEL WITH THE WEST LINE OF THE EAST 1/2 OF THE NORTHWEST 1/4 OF SAID SECTION 21, A DISTANCE OF 206.85 FEET; THENCE SOUTHEASTERLY PARALLEL WITH SAID CENTERLINE A DISTANCE OF 635.59 FEET TO THE POINT OF BEGINNING.

#### Parcel Two

PART OF THE EAST 1/2 OF THE NORTHWEST 1/4 OF SECTION 21, TOWNSHIP 40 NORTH, RANGE 4, EAST OF THE THIRD PRINCIPAL MERIDIAN, DeKALB COUNTY, ILLINOIS, DESCRIBED AS FOLLOWS: COMMENCING AT THE POINT OF INTERSECTION OF THE EAST LINE OF THE NORTHWEST 1/4 OF SAID SECTION 21 WITH THE CENTERLINE OF A HIGHWAY RUNNING EASTERLY AND WESTERLY THROUGH SAID QUARTER SECTION KNOWN AS S.B.I. ROUTE 6; THENCE NORTHWESTERLY ALONG SAID CENTERLINE, A DISTANCE OF 390.34 FEET TO A POINT THAT IS 366 FEET (AS MEASURED AT RIGHT ANGLES) WEST OF THE EAST LINE OF THE NORTHWEST 1/4 OF SAID SECTION 21 FOR THE POINT OF BEGINNING; THENCE NORTHERLY PARALLEL WITH THE EAST LINE OF THE NORTHWEST 1/4 OF SAID SECTION 21, A DISTANCE OF 533.28 FEET TO A POINT THAT IS 500 FEET (AS MEASURED AT RIGHT ANGLES) NORTHEASTERLY OF THE CENTERLINE OF SAID S.B.I. ROUTE 6; THENCE NORTHWESTERLY PARALLEL WITH SAID CENTERLINE, A DISTANCE OF 635.4 FEET TO A POINT THAT IS 366 FEET (AS MEASURED AT RIGHT ANGLES) EAST OF THE WEST LINE OF THE EAST 1/2 OF THE NORTHWEST 1/4 OF SAID SECTION 21; THENCE SOUTHERLY PARALLEL WITH THE WEST LINE OF THE EAST 1/2 OF THE NORTHWEST 1/4 OF SAID SECTION 21; A DISTANCE OF 533.1 FEET TO THE CENTERLINE OF SAID S.B.I. ROUTE 6; THENCE SOUTHEASTERLY ALONG SAID CENTERLINE, A DISTANCE OF 635.91 FEET TO THE POINT OF BEGINNING; EXCEPTING THEREFROM ANY PART THAT FALLS WITHIN S.B.I. ROUTE NO. 38 AND ALSO EXCEPTING THEREFROM THAT PART DESCRIBED AS FOLLOWS: COMMENCING AT THE POINT OF INTERSECTION OF THE EAST LINE OF THE NORTHWEST 1/4 OF SAID SECTION 21 WITH THE CENTERLINE OF A HIGHWAY RUNNING EASTERLY AND WESTERLY THROUGH SAID QUARTER KNOWN AS S.B.I. ROUTE 6; THENCE NORTHWESTERLY ALONG SAID

CENTERLINE A DISTANCE OF 390.34 FEET TO A POINT THAT IS 366 FEET (AS MEASURED AT RIGHT ANGLES) WEST OF THE EAST LINE OF THE NORTHWEST 1/4 OF SAID SECTION 21; THENCE NORTHERLY PARALLEL WITH THE EAST LINE OF THE NORTHWEST 1/4 OF SAID SECTION 21, A DISTANCE OF 326.37 FEET TO A POINT THAT IS 306 FEET (AS MEASURED AT RIGHT ANGLES) NORTHEASTERLY OF THE CENTERLINE OF SAID S.B.I. ROUTE 6 FOR THE POINT OF BEGINNING; THENCE CONTINUING NORTHERLY PARALLEL WITH THE EAST LINE OF THE NORTHWEST 1/4 OF SAID SECTION 21 A DISTANCE OF 206.91 FEET; THENCE NORTHWESTERLY PARALLEL WITH SAID CENTERLINE A DISTANCE OF 635.4 FEET TO A POINT THAT IS 366 FEET (AS MEASURED AT RIGHT ANGLES) EAST OF THE WEST LINE OF THE EAST 1/2 OF THE NORTHWEST 1/4 OF SAID SECTION 21; THENCE SOUTHERLY PARALLEL WITH THE WEST LINE OF THE EAST 1/2 OF THE NORTHWEST 1/4 OF SAID SECTION 21, A DISTANCE OF 206.85 FEET; THENCE SOUTHEASTERLY PARALLEL WITH SAID CENTERLINE, A DISTANCE OF 635.59 FEET TO THE POINT OF BEGINNING, IN DeKALB COUNTY, ILLINOIS.

**FISCAL YEAR 2000 NONAPPROPRIATED CAPITAL BUDGET**

**Summary:** The FY00 Nonappropriated Capital Budget consists of two principal categories, both presented in Table 10.0. Projects with estimated budgets in excess of \$100,000 are listed individually, while projects estimated under \$100,000 are presented in aggregate and categorized to enable tracking for management purposes. The Nonappropriated Capital Budget is developed from requests submitted by department heads and physical plant and facility users. Requests are prioritized and presented for approval and include improvements to existing facilities and systems, building additions, infrastructure and site/roadway/utility improvements. The attached table and brief descriptions provide a summary of the FY00 Nonappropriated Budget. Beginning in September 1999, the Nonappropriated Capital Budget will be submitted in tandem with the Appropriated Capital Budget. As a result, Board of Trustees approval will be sought for Appropriated and Nonappropriated Capital Budgets for the identical fiscal year, thus providing a more timely and coordinated capital budget process.

**Recommendation:** The university recommends Board of Trustees approval of the FY00 Nonappropriated Capital Budget.

## **PLANS FOR NONINSTRUCTIONAL CAPITAL IMPROVEMENTS FOR THE BUDGET YEAR FY00**

### **00-1 Stevenson Hall – Phase II Renovation**

As part of Stevenson Hall Renovation Phase II, it was decided that equipment be purchased from the reserves as part of FY00 Nonappropriated Capital Budget. This equipment is consistent with purchases made during Phase I and is needed to complete and ensure spring 2000 semester occupancy.

### **00-2 Holmes Student Center – Roof Replacements**

Holmes Student Center was constructed in several phases in the 1960s and many areas of the building still have the original roofing material in place. Recent history of leakage and minor repairs warranted an effort to replace sections of the roof that experienced the greatest deterioration. The many university and public uses of Holmes Student Center facilities make roof repair and replacement imperative from a public relations perspective and for the protection of the building, its contents and occupants. Roof replacement will be done in the southeast and southwest areas of Holmes Student Center. A total of 47,400 square feet of roofing materials will be removed and replaced. Construction documents will be prepared to identify base bid and alternate bid areas to assure a viable project and complete as much roof replacement as economically feasible. Some economies of scale are to be expected by having one contractor mobilize and perform all the work, and procedural paperwork will be cut in half in the bidding, contracting and coordinating phases.

### **00-3 Holmes Student Center – Center Café Renovation**

The Center Café has not been updated since the early 1980s. It is one of the most used areas by students on campus. In addition to the strong student use, it is a main eating facility for the faculty/staff and all the visitors and guests that come to the University. It is not appropriate for this major area to have poor layout, outdated furniture and inadequate lighting. The scope of work to be done is to change the ceiling and upgrade lighting, remove existing booths and tables, install updated furniture, fixtures, and equipment while maintaining maximum seating capacity, change existing walls, install noise control in varied spaces, and modify the entrance areas. When completed, this 8,900 square foot area could provide a great service to our students. It definitely would be an area that Orientation could spotlight to prospective students in the summer as well as provide a wonderful setting during the Admissions open houses. The Student Association is strongly supportive of this renovation.

### **00-4 West/Central Campus – West Heating Plant Expansion and Replacement (Phase I)**

The University is aggressively pursuing a program to upgrade and improve all infrastructures on campus. The University desires to continue this program by developing a project to consolidate all chilled water capacity production at the existing West Heating Plant. The funds requested will be used in the planning and designing of a coordinated and comprehensive project to meet the current

and future utility needs for the central and west campus. This consolidation of chilling equipment at one location with only piping and pumping at serviced buildings will reduce maintenance costs and will also reduce space requirements and operating costs.

#### **00-5 Recreation Building – Replacement of Court Floors**

The Recreation Building was constructed in 1983 with an addition completed in 1996. Six of the courts and the running/walking track are located within the original structure. After sixteen years of year-round use by students, faculty/staff and community patrons, the turf-like carpet is patched, torn and worn through to the carpet backing. The university seeks to remove the existing carpeted surfaces from the six courts and from the track. The floor would be resurfaced with either wood or urethane combination surfaces. All of the floor surfaces would be leveled in order to comply with ADA standards.

#### **00-6 Douglas Hall – D-Wing Roof Replacement**

The roof on Douglas Hall has not been replaced since prior to 1983. Due to the old age of the roof, it has developed a number of major leaks that cannot be effectively repaired. This leakage has caused saturation of personal belongings and there have been instances where residents have to be moved in the middle of the night during heavy rainstorms. The size of the roof for the D-wing is 8,075 square feet. The scope of work will be to design, to prepare construction documents, and to perform a survey of the roof and related areas. It will include labor, materials and equipment to remove the existing roof and insulation, to perform testing for asbestos, to replace insulation and to construct a new roof.

#### **00-7 Aggregate Amount Budgeted for Remodeling and Rehabilitation Projects Under \$100,000**

A number of remodeling and rehabilitation projects under \$100,000 per project have been identified internally by departments responsible for areas within their respective facilities. Installation of Smart Classrooms, storage areas, doors and walls, electrical and lighting upgrades, renovations of offices and other areas, upgrading of security, parking deck caulking and sealing, and installations of new carpeting are among the remodeling and rehabilitation projects. Due to the continued aging of NIU facilities, remodeling, rehabilitation and modernization are needed to ensure that the facilities will continue to serve the university community in the future. The proposed projects ensure that a number of university goals are met, including: (a) to ensure that the facilities are well maintained; (b) to ensure the safety of the university community; (c) to ensure compliance to ADA requirements; (d) to ensure that the NIU facilities provide an environment that is attractive to students; (e) to ensure that NIU staff can effectively and efficiently service the needs of the students; and (f) to ensure that the facilities are configured in the most optimal manner compatible with today's technology and with the university community's functional needs.

#### **00-8 Aggregate Amount Budgeted for Deferred Maintenance Projects Under \$100,000**

A number of deferred maintenance projects under \$100,000 per project have been identified internally by departments responsible for areas within their respective facilities. Rotation painting, carpet and drape replacement, toilet partition and fixture replacements, door replacements, and showerhead replacements are among the deferred maintenance projects. With the completion of these projects and the continuation of deferred maintenance projects in the future, the facilities will continue to be well maintained, which will reduce the rate of deterioration and prolong the life of the facilities. In addition, aesthetically pleasing areas are less likely to be vandalized and will encourage the university community to take pride in their surroundings.

Table 10.0

**PLANS FOR NONINSTRUCTIONAL CAPITAL IMPROVEMENTS  
FOR THE FY00 BUDGET YEAR**

<u>Project Name/Description</u>	<u>Project Code</u>	<u>Budget Category</u>	<u>Anticipated Source of Funds</u>	<u>Total Project Cost</u>	<u>Cumulative Total</u>
Stevenson Hall - Furniture, Fixtures, and Equipment for Phase II of Renovation	00-1	Remodeling & Rehabilitation	Revenue Bond - Repair and Replacement Reserve	\$2,000,000	\$2,000,000
Holmes Student Center - Roof Replacements in the Southeast and Southwest Areas of the Building (Deferred Maintenance)	00-2	Remodeling & Rehabilitation	Revenue Bond - Repair and Replacement Reserve	445,400	2,445,400
Holmes Student Center - Renovation of Center Café	00-3	Remodeling & Rehabilitation	Revenue Bond - Repair and Replacement Reserve	830,100	3,275,500
West/Central Campus - West Heating Plant Expansion and Replacement (Phase I)	00-4	Planning	Revenue Bond - Repair and Replacement Reserve	390,000	3,665,500
Recreation Building - Replacement of floors in Court Area of South Gym	00-5	Remodeling & Rehabilitation	Revenue Bond - Repair and Replacement Reserve	525,000	4,190,500
Douglas Hall - Roof Replacement (Deferred Maintenance)	00-6	Remodeling & Rehabilitation	Revenue Bond - Repair and Replacement Reserve	200,000	4,390,500
Aggregate Amount Budgeted for Remodeling and Rehabilitation Projects Under \$100,000	00-7	Remodeling & Rehabilitation	Revenue Bond - Repair and Replacement Reserve	505,000	4,895,500
Aggregate Amount Budgeted for Deferred Maintenance Projects Under \$100,000	00-8	Remodeling & Rehabilitation	Revenue Bond - Repair and Replacement Reserve	310,000	5,205,500

## **HOLMES STUDENT CENTER CAFÉ RENOVATION**

**Summary:** Currently the Center Cafe contains a McDonald's fast food venue, a pizza venue, condiment carts, waste stations and seating for 425 at tables and booths. The 8,900 square foot space is linear in configuration, with a central, high volume, pedestrian thoroughfare. The motif is outdated and the furnishings are showing their age. There is a well-recognized need to maintain a quality gathering and social area for the student population in this location. That need sparked the move to rehabilitate the facility. Student support for a fee increase specifically to renovate the Center Cafe underscored the desire to move ahead with the project.

To facilitate development of a design which would be acceptable to the Holmes Student Center (HSC) Board and provide documents with which to visualize the proposed changes, an interior design firm was hired for selection of finishes, recommendation of equipment, and creation of a schematic layout of the renovated space. The results of the consultant's efforts met with approval of the HSC Board and a core committee that involved many student representatives as well as maintenance staff, food services personnel and the HSC Director.

The focus of design efforts was to maintain the maximum possible seating capacity in a variety of clustered arrangements. This flexibility was crucial to providing an inviting, stimulating and clean environment for eating, studying, socializing and individual break time. The clientele is 90% students, and traffic volumes are high, thus necessitating a configuration which can be easily navigated. The McDonald's storefront will remain unchanged, but most other interior surfaces will be updated. The west entrance and vestibule will be enhanced to incorporate an information center and a formalized location for the Starbuck's vending area. A ticket master booth and a convenience store will be incorporated into the design of the east end of the facility.

Fundamental elements of noise control, durable materials and materials easily cleaned and maintained will be integrated into the design. Solutions to increasing concerns about security will be implemented throughout the facility in a concerted effort to provide a safe environment.

**Recommendation:** The university requests Board of Trustees authorization to establish a total project budget of \$830,100 for renovation of the Center Café. Plans and specifications are to be prepared by NIU architectural staff based on preliminary interior designs. The university further recommends approval to seek and take bids, execute construction contracts, purchase equipment and issue work orders as necessary to complete the renovation project.



**INTERNATIONAL PROGRAMS CONTRACT  
(Renewal)**

**Summary:** Northern Illinois University's International Programs Division is given an annual authorization for expenditures for foreign study programs. Revenues and expenditures balance, as all expenditures are made from payment received from approximately 800 students expected to enroll in these programs. Costs include travel, overseas instructional and administrative services, room and board, and local tuition. Once program enrollments are determined, payments are made immediately to secure and guarantee registration, accommodations and other program-related costs.

Because of the many variables, including actual number of enrollees in each program, program choices and currency fluctuations, the amount of authorization needed for specific programs is unpredictable and limits the university's ability to request such authorizations for specific programs and groups in a timely manner. Overall, the university does not expect the program level to fluctuate significantly from 1999. All funds and disbursements remain subject to university accounting controls and management.

**Recommendation:** The university requests Board of Trustees approval for operational and expenditure authorization granted the NIU International Programs division for foreign study programs for FY00 as follows:

Various Vendors ..... Total Not to Exceed \$3,000,000

Funding is to be provided through Auxiliary Enterprises and Activities - International Programs.

**NORTHERN STAR PRINTING AND DELIVERY SERVICE CONTRACT**

**Summary:** The *Northern Star* is the student-run campus newspaper. The paper employs approximately 150 students who do the writing, editing, photography, set up, advertising sales and management. This provides the students with the opportunity to gain practical experience in all aspects of a commercial newspaper. They publish 154 issues of 16 to 20 pages each, averaging over 15,000 copies, Monday through Friday. The service area includes the campus community and the DeKalb and Sycamore areas. Advertising revenue is approximately \$800,000 per year. This is the first year of a new contract, with an additional option of two one-year renewal contracts used at the university's discretion. The base contract amount is calculated based on the number of issues and estimates of the size of the issues, and represents a savings from FY99 of approximately 20%.

**Recommendation:** The university requests Board of Trustees approval to process orders for FY00 as follows:

<u>Castle Communications, Inc., DeKalb, IL</u>	
Order amount	\$ 260,000
Contingency	<u>50,000</u>
Total - Not to Exceed.....	\$ 310,000

Funding is to be provided through Institutional Funds, Auxiliary Enterprises and Activities, and the *Northern Star*.

**PRINTING SERVICES EQUIPMENT LEASE**

**Summary:** Printing Services utilizes lease/purchase agreements to obtain equipment needed to meet production requirements and ensure operational flexibility. Printing Services desires to enter into a five-year lease program to replace three existing Docutech systems with two new high-speed systems offering greater range of production capabilities along with operational costs. The lease, which will include the equipment, service, maintenance, and copy allowance of 1,900,000 copies per month, is based on a firm, fixed price for the entire term. Copies in excess of the 1,900,000 monthly level are charged at \$0.00351 each. The contingency amount shown is to cover anticipated increases to production volume for future years. The lease terms also included a buyout option that may be exercised at any time.

Each system is composed of the Docutech 6180 high-speed printer, Digipath Scanner, a controller, and the VIPP software. One system will also be equipped with a cover insertion module, booklet maker, and bypass transport unit.

**Recommendation:** The university requests Board of Trustees approval for an order and agreement encompassing the five-year lease as follows:

<u>Xerox Corp., Schaumburg, IL</u>	
Equipment Lease	\$ 995,735
Maintenance, Including Copy Allowance	858,100
Contingency for Additional Copies	<u>50,000</u>
Total - Not to Exceed	\$ 1,903,835

Funding is to be provided through Auxiliary Enterprises and Activities - Printing Services.

**MATERIAL DISTRIBUTION CENTER  
MISCELLANEOUS COMMODITIES, PARTS AND SERVICES**

**Summary:** The Material Distribution Center provides miscellaneous commodities, repair parts and supplies to building maintenance, heating plant, janitorial services, and other shops. A wide range of supplies including basic plumbing fittings, shop equipment, and heating/AC systems are purchased from the recommended vendors. The expenditure authority requested is for new orders based on FY00 bids.

**Recommendation:** The university requests Board of Trustees approval to process open orders with the following suppliers in a not-to-exceed amount:

Columbia Pipe & Supply Co., Aurora, IL.....	\$330,000
Thrall Distribution, Loves Park, IL.....	\$270,000

Funding is to be provided through Auxiliary Enterprises and Activities - Material Distribution Center - Facilities Maintenance.

**PHYSICAL PLANT RECYCLING SERVICES**

**Summary:** The Northern Illinois University Physical Plant operates a program for the collection of recyclable materials including paper, cans and glass, as well as other items. Specialized containers and equipment are required for personal and centralized collection. Approximately 30% of the funding is provided through state grants that require the university to use collection containers made from recyclable materials.

**Recommendation:** The university requests Board of Trustees approval to process open orders with the following supplier in a not-to-exceed amount:

Midpoint International, Inc. Downsview, Ontario, Canada ..... \$300,000

Funding is to be provided through Local Funds, Restricted and Unrestricted - Physical Plant - Facilities Maintenance.

**NORTH CENTRAL REGIONAL EDUCATIONAL LABORATORY  
NAPERVILLE FACILITY LEASE**

**Summary:** During the development of the NIU Naperville Project, the North Central Regional Educational Laboratory (NCREL) approached the university regarding their future space needs and the possibility of a long-term lease agreement. Given the compatibility of NCREL and the university, this appears to be an excellent opportunity for both entities from fiscal as well as programmatic and environmental perspectives.

The basic provisions of the lease offer a ten-year agreement for 30,000 square feet commencing not later than February 1, 2001 at an initial rate of \$19.90 per square foot. The lease incorporates and is consistent with all applicable State statutes and Board regulations. Subsequent renewal options and rental rates will be commensurate with market prices.

**Recommendation:** The university recommends approval of the lease between the university and the North Central Regional Educational Laboratory under the stated terms and conditions.

**STEVENSON HALL RENOVATION - PHASE II**  
**Furniture, Fixtures and Equipment**

**Summary:** At its April meeting, the Finance Facilities and Operations Committee received a report on the status of the Stevenson Towers Renovation, Phase II Project. The update included the recommendation that all funds remaining from the \$10 million approved for this project from the 1996 bond issue be utilized for renovation, allowing for the acceptance of alternate bids for the completion of all floors in B-Tower during this construction phase. However, this action required that furniture, fixtures and equipment (FF&E) purchases be funded from revenue bond reserves and consequently deferred until after the start of Fiscal Year 2000. Further, Student Housing and Dining Services agreed to make its number one priority for FY00 the purchase of FF&E for Stevenson. Construction contracts were executed on this basis.

Furniture, fixtures and equipment for Phase II includes all furnishings for the student rooms and new suites in both towers, furnishings for the new study lounges, lobbies, offices, staff rooms and reception areas in addition to classrooms and meeting rooms. The estimated cost for Phase II FF&E is \$2 million.

**Recommendation:** The university requests approval for the purchase of furniture, fixtures and equipment necessary to complete Stevenson Towers Renovation Project - Phase II in an amount not to exceed \$2 million.

**BOND RESOLUTION IN FURTHERANCE OF  
PREVIOUS AUTHORIZATIONS OF THE BOARD**

**Summary:** At the April meeting of the Board of Trustees, the university was granted final project approval, approval of the site and design concept plans and the financing plan, as well as authority to initiate selection processes and enter into agreements on behalf of the Board of Trustees that are required for development of the project.

**Recommendation:** Pursuant to that action, the university now seeks approval of the routine resolution required for bond financing.



## **FISCAL YEAR 2000 SALARY INCREMENT ALLOCATION GUIDELINES**

**Summary:** In accordance with Board *Regulation* II.C.2.a., annual salary increment guidelines are approved by the Board of Trustees. The approval of annual salary increment guidelines authorizes distribution of a comprehensive annual increment, a process which typically occurs at the beginning of each fiscal year. Following completion of the fiscal year salary adjustment process, increment totals are verified and provided to the Board of Trustees in summary form in conjunction with the annual review and approval of internal budgets

In accordance with the NIU appropriations bill, Public Act 91-0008, which has been approved by the Governor, the FY00 salary increment guideline would incorporate a 5.0% general merit increment. Additional market equity adjustments may also be incorporated into the fiscal year increment process. For purposes of administering and verifying the FY00 increment, the percentage specifications will pertain to three independent employment categories, comprising salary pools, within which total adjustments will be made consistent with the FY00 increment guidelines. These categories are as follows:

1. Regularly appointed instructional faculty, including department chairs
2. Regularly appointed FLSA-exempt employees, excluding instructional faculty
3. Regularly appointed hourly Civil Service employees

Graduate assistant positions will be incremented in FY00 according to guidelines established by the Provost. Employees on temporary contracts who are reappointed during FY00 may receive salary increases in conjunction with the reappointment subject to the availability of funds.

The effective dates for FY00 salary incrementations will be July 1 for administrative, professional, civil service, and faculty employees who are appointed on a 12-month basis. For regular faculty, the incrementation date will be at the beginning of the contract period or August 16. The FY00 increment guidelines pertain to non-negotiated faculty and staff.

**Recommendation:** The President recommends approval of the FY00 salary increment guidelines endorsed by the Finance, Facilities and Operations Committee on June 1, and with the concurrence of the Academic Affairs, Student Affairs and Academic Affairs Committee on June 2.

## **REQUEST FOR A NEW MINOR**

New minors require the approval of the Board of Trustees. Under current policy and after receiving Board of Trustees approval, a request for a new minor must go forward to the IBHE staff which reviews the request to determine if it is a reasonable and moderate extension of an existing degree program. This request was reviewed by the Academic Affairs, Student Affairs and Personnel Committee of the Board of Trustees after receiving approval from curriculum committees at the department, college and university level and the approval of the Provost.

### **Minor in Productivity (within the B.S. in Technology)**

Description: The program will prepare students in production analysis and will provide them with the skills needed to make improvements in the productivity of small- and medium-sized companies. Students will take courses in topics such as ergonomics, human factors, engineering economies, accident prevention, quality control, production control systems and time studies. The proposed minor will provide opportunities for students from all colleges to learn productivity-related concepts. The minor will also attract professionals who are already working in the manufacturing sector and who are interested in pursuing opportunities in productivity improvement.

Rationale: In a global economy, the American manufacturing industry must stay competitive in an environment in which some of its competitors have relatively low labor costs. To compete, the manufacturing workforce in America must be current and knowledgeable about manufacturing modernization and productivity improvement techniques. The proposed minor will provide learning opportunities for students interested in careers in manufacturing industries, specifically in a production environment. Students graduating with the minor will contribute to the economic development of the northern Illinois region through their expertise in productivity in manufacturing companies.

Costs: The minor will use courses that are already offered by the Department of Technology. No new resources are required.

**Recommendation:** The university recommends that the Board of Trustees approve this request for a new Minor in Productivity (within the B.S. in Technology).

**TRANSFER OF TENURE AND TENURE-TRACK LOCATION  
FOR FACULTY IN THE COLLEGE OF EDUCATION**

**Department of Counseling, Adult and Health Education (CAHE)**

<b>Transfer of Tenure</b>		
<b><u>Faculty</u></b>	<b><u>From</u></b>	<b><u>To</u></b>
Linda Black	Educational Psych., Counseling, & Spec. Ed.	CAHE
Phyllis Cunningham	Leadership & Educational Policy Studies	CAHE
Francesca Giordano	Educational Psych., Counseling, & Spec. Ed.	CAHE
LaVerne Gyant *	Leadership & Educational Policy Studies	CAHE
Jorge Jeria	Leadership & Educational Policy Studies	CAHE
Daniel Klein	Physical Education	CAHE
Robert Mason	Leadership & Educational Policy Studies	CAHE
Carole Minor	Educational Psych., Counseling, & Spec. Ed	CAHE
John Niemi	Leadership & Educational Policy Studies	CAHE
Allen J. Ottens	Educational Psych., Counseling, & Spec. Ed	CAHE
Peggy Pedersen	Physical Education	CAHE
Judy Rabak-Wagener	Physical Education	CAHE
Amy Rose	Leadership & Educational Policy Studies	CAHE
Gene Roth	Leadership & Educational Policy Studies	CAHE
James Sells	Educational Psych., Counseling, & Spec. Ed	CAHE
L. Glenn Smith	Leadership & Educational Policy Studies	CAHE
David Stone	Educational Psych., Counseling, & Spec. Ed	CAHE
Manfred Thullen*	Leadership & Educational Policy Studies	CAHE
Toni Tollerud	Educational Psych., Counseling, & Spec. Ed	CAHE

Acting Chair: Amy Rose

**Department of Educational and Psychological Foundations (EPF)**

Thomas Barone	Leadership & Educational Policy Studies	EPF
Denise Daniels	Educational Psych., Counseling, & Spec. Ed	EPF
Robert Lang	Leadership & Educational Policy Studies	EPF
Wilma Miranda	Leadership & Educational Policy Studies	EPF
Diann Musial	Leadership & Educational Policy Studies	EPF
Jean Pierce	Educational Psych., Counseling, & Spec. Ed	EPF
Thomas B. Roberts	Educational Psych., Counseling, & Spec. Ed	EPF
Leslie Sassone	Leadership & Educational Policy Studies	EPF
Hidetada Shimizu	Educational Psych., Counseling, & Spec. Ed	EPF
Lee B. Shumow	Educational Psych., Counseling, & Spec. Ed	EPF

M Cecil Smith	Educational Psych., Counseling, & Spec. Ed	EPF
Harvey Switzky	Educational Psych., Counseling, & Spec. Ed	EPF
Lucy Townsend	Leadership & Educational Policy Studies	EPF

Acting Chair: Wilma Miranda

**Department of Educational Technology, Research and Assessment (ETRA)**

Margaret L. Bailey	Leadership & Educational Policy Studies	ETRA
Rebecca Butler	Leadership & Educational Policy Studies	ETRA
Cynthia Campbell	Educational Psych., Counseling, & Spec. Ed.	ETRA
Keith Collins *	Leadership & Educational Policy Studies	ETRA
Vicki Collins	Educational Psych., Counseling, & Spec. Ed.	ETRA
Corenna C. Cummings*	Educational Psych., Counseling, & Spec. Ed.	ETRA
David G. Gueulette	Leadership & Educational Policy Studies	ETRA
Paul J. Ilsley	Leadership & Educational Policy Studies	ETRA
James A. Lockard	Leadership & Educational Policy Studies	ETRA
Lara M. Luetkehans	Leadership & Educational Policy Studies	ETRA
Gary McConeghy	Leadership & Educational Policy Studies	ETRA
Rhonda Robinson	Leadership & Educational Policy Studies	ETRA
Janet K. Sheehan-Holt	Educational Psych., Counseling, & Spec. Ed.	ETRA
Ruth Struyk	Educational Psych., Counseling, & Spec. Ed.	ETRA
Andrew G. Torok	Leadership & Educational Policy Studies	ETRA
Brent E. Wholeben	Leadership & Educational Policy Studies	ETRA

Acting Chair: Gary McConeghy

**Department of Kinesiology and Physical Education (KNPE)**

Thomas E. Ball	Physical Education	KNPE
Judith A. Bischoff	Physical Education	KNPE
Charles Carter	Physical Education	KNPE
E. Constance Fox	Physical Education	KNPE
Clersida Garcia	Physical Education	KNPE
Luis Garcia	Physical Education	KNPE
Danielle Jay	Physical Education	KNPE
George Kelley	Physical Education	KNPE
Marilyn Looney	Physical Education	KNPE
Pamela Macfarlane	Physical Education	KNPE
Reid Nelson	Physical Education	KNPE
Walter Owens	Physical Education	KNPE
J. Francis Parker	Physical Education	KNPE
Sharon Plowman	Physical Education	KNPE
Janet A. Rintala	Physical Education	KNPE
Gretchen Schlabach	Physical Education	KNPE
Yoshiaki Takei	Physical Education	KNPE
Lavon Williams	Physical Education	KNPE
Laurice Zittel	Physical Education	KNPE

Chair: Judith A. Bischoff (completing the rest of her term as Chair of Physical Education)

### **Department of Leadership in Educational and Sport Organizations (LESO)**

Rodney Caughron	Physical Education	LESO
G. Robb Cooper	Leadership & Educational Policy Studies	LESO
Nina Dorsch	Curriculum & Instruction	LESO
Ronald E. Everett	Leadership & Educational Policy Studies	LESO
Connie Fulmer *	Leadership & Educational Policy Studies	LESO
Constance Goode	Curriculum & Instruction	LESO
Donald Johnson	Leadership & Educational Policy Studies	LESO
Keith Lambrecht	Physical Education	LESO
Richard W. MacFeely	Leadership & Educational Policy Studies	LESO
Muriel Mackett	Leadership & Educational Policy Studies	LESO
Rosita Marcano	Leadership & Educational Policy Studies	LESO
Judy Pickle	Curriculum & Instruction	LESO
Ron Simmons *	Curriculum & Instruction	LESO
Christine Sorenson	Curriculum & Instruction	LESO
Susan Stratton	Leadership & Educational Policy Studies	LESO
Alfonzo Thurman *	Leadership & Educational Policy Studies	LESO

Acting Chair: Muriel Mackett

### **Department of Literacy, Intercultural and Language Education (LILE)**

June Barnhart	Curriculum & Instruction	LILE
Emily Bevington	Curriculum & Instruction	LILE
Laura Blackburn	Educational Psych., Counseling, & Spec. Ed	LILE
Chris Carger	Curriculum & Instruction	LILE
Shirley Dickson	Educational Psych., Counseling, & Spec. Ed	LILE
Laurie Elish-Piper	Curriculum & Instruction	LILE
Pamela J. Farris	Curriculum & Instruction	LILE
Jerry Johns	Curriculum & Instruction	LILE
Richard A. Orem	Leadership & Educational Policy Studies	LILE
Donald J. Richgels	Curriculum & Instruction	LILE
Norman A. Stahl	Curriculum & Instruction	LILE
Carl Tomlinson	Curriculum & Instruction	LILE
Susan A. Vogel	Educational Psych., Counseling, & Spec. Ed	LILE

Acting Chair: Norman A. Stahl

### **Department of Teacher Education (TEDU)**

Gloria Alter	Curriculum & Instruction	TEDU
William D. Bursuck	Educational Psych., Counseling, & Spec. Ed	TEDU
Lynette Chandler	Educational Psych., Counseling, & Spec. Ed	TEDU
Karen Cole	Educational Psych., Counseling, & Spec. Ed	TEDU
Gwendolyn Countryman	Curriculum & Instruction	TEDU
Diane Deitz	Educational Psych., Counseling, & Spec. Ed	TEDU

Raymond I. Dembinski	Educational Psych., Counseling, & Spec. Ed	TEDU
Sharon Freagon	Educational Psych., Counseling, & Spec. Ed	TEDU
Antoinette Heinze	Educational Psych., Counseling, & Spec. Ed	TEDU
Gaylen Kapperman	Educational Psych., Counseling, & Spec. Ed	TEDU
Diane Kinder	Educational Psych., Counseling, & Spec. Ed	TEDU
Kenneth King	Curriculum & Instruction	TEDU
Cheryl Kish	Curriculum & Instruction	TEDU
Clifford E. Knapp	Curriculum & Instruction	TEDU
Elliott Lessen*	Educational Psych., Counseling, & Spec. Ed	TEDU
Yona Leyser	Educational Psych., Counseling, & Spec. Ed	TEDU
Dennis Munk	Educational Psych., Counseling, & Spec. Ed	TEDU
Carla Shaw	Curriculum & Instruction	TEDU
Bora Simmons	Curriculum & Instruction	TEDU
Rosemarie Slavenas	Curriculum & Instruction	TEDU
Billie Thomas	Curriculum & Instruction	TEDU
Thomas E. Thompson	Curriculum & Instruction	TEDU
Donna Wiseman*	Curriculum & Instruction	TEDU
Randi Wolfe	Curriculum & Instruction	TEDU
Acting Chair: Connie Fulmer		

\* = other cost centers

NOTE: The above titles for the departments have been approved as working titles within the university's curricular process. Final department titles will be arrived at next year.

**Recommendation:** The university requests that the Board of Trustees approve this request to transfer the tenure of the College of Education faculty from their former departments to the new departments created in the College's reorganization.

**COLLECTIVE BARGAINING AGREEMENT**

The following collective bargaining agreement has been ratified by the bargaining unit and is being submitted for approval by the Board of Trustees.

*Bargaining Unit:* University Professionals of Illinois (UPI), Local 4100, representing approximately 130 temporary instructor positions at the DeKalb campus. Terms and conditions are consistent with university policies and guidelines.

*Scope of Negotiations:* Full Contract Reopener

*Tentative Agreement for Board Action:* A successor agreement extending through June 30, 2001.

## **TENURE APPOINTMENTS**

**Recommendation:** The University requests that the Board of Trustees endorse the decision to grant Dr. Eliakim Katz tenure in conjunction with his appointment as Professor and Chair of the Department of Economics, effective July 16, 1999, at its June 17 meeting.

After the Academic Affairs, Student Affairs and Personnel Committee meeting on June 2, the College of Engineering and Engineering Technology concluded negotiations with two candidates for department chairs. The university now brings forward recommendations for appointments with tenure for those chairs.

**Recommendation:** The university requests that the Board of Trustees endorse the decision to grant Dr. Clifford R. Mirman tenure in conjunction with his appointment as Associate Professor and Chair of the Department of Technology, effective July 1, 1999.

The university also requests that the Board of Trustees endorse the decision to grant Dr. Kyuil Kim tenure in conjunction with his appointment as Professor and Chair of the Department of Industrial Engineering, effective July 1, 1999.

**Note:** See the following biographical statements.



## **ELIAKIM KATZ**

Appointment as Professor and Chair of the Department of Economics

Dr. Eliakim Katz was awarded the baccalaureate, master's and Ph.D. degrees in economics from London University. Since 1985, he has served as Professor of Economics at York University in Ontario, Canada. Prior to joining the faculty at York, he served in faculty positions at the University of Toronto, the University of British Columbia and the University of Alberta. He also has been a consultant to the World Bank, the Bank of Israel and a number of private corporations. During 1998-99, while on leave from York University, he has been helping to establish a new business school in Israel and serving as its Acting Dean.

Dr. Katz has published over 55 articles in major scholarly journals in economics. He has over 20 additional articles published in journals focussing on applied economics. His letters of recommendation are unanimously enthusiastic in their praise for his research, including phrases such as "... unique ability to make important and much cited contributions in diverse articles"; "...research output is truly exceptional"; "invariably considers problems which occupy some of the best minds in economics, and he manages to come up with novel and exciting solutions"; and "his broad scope has not diminished the quality and importance of his contributions." In an independent survey of Canadian professional economists, Professor Katz was ranked among the top ten economists in Canada.

Dr. Katz also has a consistent record of external funding for his research, having received grants each year from 1991 through the year 2000.

He has also received high marks for his classroom teaching. A colleague at York University wrote that "he is deeply involved with students, able to stimulate and challenge them. He is capable of teaching a wide range of courses, both graduate and undergraduate, and is willing to introduce new ones."

## **Kyuil Kim**

Appointment as Professor and Chair of the Department of Industrial Engineering

Dr. Kim has a Ph.D. in Mechanical Engineering (Manufacturing) from the University of Wisconsin-Madison. His undergraduate and master's degrees are from Seoul National University. Since 1986 Dr. Kim has taught in the Department of Mechanical and Industrial Engineering at the University of Illinois-Chicago. He holds tenure and is currently an associate professor. In 1988, he received an important national award — the Society of the Manufacturing Engineering's Outstanding Young Manufacturing Engineers Award. At the University of Illinois he coordinated the preparation for accreditation of the industrial engineering program. He was also the director of graduate programs in the Department of Mechanical and Industrial Engineering and the associate director of the Manufacturing Technology Center at the University of Illinois Chicago. He was recognized as an outstanding teacher. Dr. Kim is a registered professional engineer (P.E.) in the state of Illinois.

Dr. Kim has published thirty refereed journal papers. He has supervised eleven Ph.D. dissertations and twenty M.S. theses and has overseen the research of three post-doctoral students. He has been awarded research grants totaling \$640,000. He is also a reviewer for nine technical journals and has served on the editorial board of a major engineering journal. In the judgment of the department, college and university, his scholarship and other accomplishments qualify him for the rank of full professor.

### **Clifford R. Mirman**

Appointment as Associate Professor and Chair of the Department of Technology

Dr. Mirman holds the M.S. and the Ph.D. in Mechanical Engineering from the University of Illinois-Chicago. Since 1991 he has been on the faculty of the Mechanical and Electrical Engineering Department of Wilkes University in Wilkes Barre, Pennsylvania, where he holds tenure and the rank of associate professor. He was one of the principal faculty involved in achieving accreditation for the programs in a newly-established mechanical engineering department. In addition, he was the director of computer-aided-design and mechanical testing laboratories, and he spearheaded a campuswide high-tech computerization project. He twice received the Wilkes University Outstanding Teaching award, and he was heavily involved in mentoring students in his current position. Dr. Mirman was also an instructor at Harper Community College. His community college experience will be a significant asset to a department with extensive 2+2 agreements with community colleges. Dr. Mirman's interdisciplinary vision and varied experience will help the Department of Technology continue to update its curriculum and to achieve full accreditation of all its programs.

Dr. Mirman has five refereed publications in renowned journals and fifteen published conference proceedings papers, several from international conferences. His research grants at Wilkes University totaled \$390,000. Dr. Mirman has been invited on numerous occasions to serve as a consultant to industrial firms and has been an expert witness in product liability and patent cases. He has also worked as a design engineer at Motorola in Chicago.

# **Chair's Report**

## **No. 14**

*June 17, 1999*

## **PRE-TAX, QUALIFIED PARKING BENEFIT FOR EMPLOYEES**

Consistent with historical practice, the University endeavors to provide advantageous benefits to its staff when operationally practical and authorized by relevant tax code provisions. Congress recently authorized pre-tax benefits for qualified transportation expenses, including use of an employer's on-premises parking facilities. Several public and private universities around the country have authorized this benefit for their employees, including the University of Illinois.

The University charges fees to its staff for parking privileges. Most typically, the cost of this privilege has been handled by payroll deduction of after-tax funds earned by staff if so authorized by the individual employee.

This potential new benefit is made tax exempt by federal Internal Revenue Code Section 132(a)(5) and 132(f)(1)(C). The University expects to save on its employee parking fee administration costs, and each employee should receive a small increase in disposable income as a result of participating in the employer-provided parking program. If approved by the Board, the University will offer a pre-tax employee benefit for on-campus parking privileges for its faculty, administrative and professional and civil service employees. The attached Board *Regulation* revision would accomplish authorization of this benefit.

The benefit would be administered on an individual election basis through the Human Resource Services Payroll office in cooperation with the NIU Parking Services office. If the benefit is requested, it will be administered through an accounting mechanism known as "salary reduction." In practice, the usual cost of the parking privilege will be funded by the University through the personal services budget directly to Parking Services on behalf of the electing employee. The same fee otherwise payable by an employee, is paid via salary reduction agreement.

The current ceiling on this qualified parking benefit under Internal Revenue Code Section 132(f)(2)(B), is \$175 per month. In tax years after 1999, the \$175 per month limit is subject to a cost-of-living adjustment.

If approved, the University will communicate the availability of this new pre-tax benefit to faculty and staff members. Administrative procedures will be developed to fully implement this benefit, while protecting University interests.

Eligibility and access to this benefit for employees in collective bargaining units will be subject to negotiation before becoming effective.

**Recommendation:** The University recommends approval of the attached proposed additions to Board *Regulations* by new Section II.D.14, and new Section III.C.15.

**Regulations  
of the  
Board of Trustees of Northern Illinois University**

**SECTION II. FACULTY AND ADMINISTRATIVE EMPLOYEES**

***Subsection D. Benefits***

\* \* \* \* \*

**14. PRE-TAX, QUALIFIED EMPLOYEES' TRANSPORTATION BENEFIT**  
**[NEW]**

Subject to the requirements and limitations of relevant provisions of Section 132 of the United States Internal Revenue Code, related regulations and applicable provisions of Illinois law, the Board of Trustees authorizes a pre-tax employee benefit for qualified parking as defined by 26 USC 132(f)(5)(C) on University premises.

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**SECTION III. CIVIL SERVICE EMPLOYEES**

***Subsection C. Benefits***

\* \* \* \* \*

**14. PRE-TAX, QUALIFIED EMPLOYEES' TRANSPORTATION BENEFIT**  
**[NEW]**

Subject to the requirements and limitations of relevant provisions of Section 132 of the United States Internal Revenue Code, related regulations and applicable provisions of Illinois law, the Board of Trustees authorizes a pre-tax employee benefit for qualified parking as defined by 26 USC 132(f)(5)(C) on University premises.

## **EXECUTIVE SESSION MINUTES RELEASE**

**Summary:** The Illinois Open Meetings Act, as amended, requires public bodies to review minutes of their executive sessions on a semiannual basis and determine what parts of such minutes they should make available to the public because they no longer require confidential treatment. Accordingly, this item is proposed for complying with this legal requirement by taking action upon the duly approved Executive Session Minutes of January 1996 through April 1999 of either the full Board of Trustees or committees of the Board which have not previously been released from confidentiality.

Upon review and advice of the Board's Parliamentarian and University counsel for governance, Risk Management and Equity Services, the following sections of Executive Session Minutes for the relevant period are proffered for release from confidentiality.

### **December 10, 1998 - Executive Session of the NIU Board of Trustees**

1. Review and Approval of Minutes of Previous Executive Sessions
2. Administrative Agency Litigation/Risk management
3. Property Matters
  - a. Hoffman Estates
  - b. NIU-Naperville
  - c. West Campus
4. Self-Evaluation, Practices, Procedures and Ethics - Board *Bylaws* Amendments

### **January 14, 1999 - Executive Session of the NIU Board of Trustees**

1. Review and Approval of Minutes of Previous Executive Session
2. Property Matters
  - a. NIU-Naperville
  - b. Convocation Center
3. Personnel matter

**Recommendation:** The Chair recommends that the Board approve the release from confidentiality of the specified sections of Executive Session Minutes as reviewed and advised above. Those sections, if any, which are still subject to confidentiality, together with sections from subsequent meetings, will be considered again in approximately six months.

**STUDENT TRUSTEE RESOLUTION**

**R E S O L U T I O N**

**WHEREAS** Joseph Sosnowski was selected by his constituents at Northern Illinois University to represent their interests and has faithfully served the Board of Trustees of Northern Illinois University as its fourth Student Trustee; and

**WHEREAS** in said position, Mr. Sosnowski capably discharged those duties and responsibilities while at the same time keeping in mind the interests of all of the people of the State of Illinois in addition to the well-being of Northern Illinois University; and

**WHEREAS** Mr. Sosnowski has demonstrated devotion to, cooperation with and support for the Board, Northern Illinois University, and the faculty, staff, and student personnel of same; and

**WHEREAS** the Board of Trustees and Northern Illinois University have received the benefit of his helpful insights which have been of special worth; and

**WHEREAS** the Board of Trustees wishes to officially express its appreciation for the many far-reaching contributions by Mr. Sosnowski to all of the above-mentioned interests of this Board,

**NOW THEREFORE BE IT RESOLVED** that the Board of Trustees of Northern Illinois University, in formal meeting herein assembled, extends its grateful appreciation to Mr. Joseph Sosnowski for his outstanding and loyal service.

**BE IT FURTHER RESOLVED** that this **RESOLUTION** be presented to Mr. Sosnowski and a copy of this document be placed in the official files of this Board as a part of the permanent record of the great State of Illinois and as a lasting tribute to the performance and accomplishments of Mr. Joseph Sosnowski.

Adopted in a regular meeting assembled this **17<sup>th</sup>** day of **June**, 1999.

**Board of Trustees of  
Northern Illinois University**

\_\_\_\_\_ Chair

Attest: \_\_\_\_\_  
Secretary

