

WESTERN ILLINOIS UNIVERSITY
BOARD OF TRUSTEES
Minutes of the Meeting
March 31, 2017

The meeting of the Board of Trustees of Western Illinois University convened at 8:04 A.M. at the University Union Capitol Rooms – WIU Macomb. Chair Cathy Early presided.

The following trustees were present and available to answer roll call:

Trustee Roger Clawson
Trustee Lyneir Cole
Trustee Cathy Early
Trustee William Gradle
Trustee Todd Lester
Trustee Steven Nelson
Trustee Yvonne Savala

Trustee Carolyn Ehlert Fuller was absent.

Also present for the open meeting of the Board of Trustees:

President Jack Thomas
Legal Counsel Rica Calhoun
Board Treasurer and Interim Vice President for Administrative Services Matt Bierman
Interim Provost and Academic Vice President Kathy Neumann
Interim Vice President for Student Services Ron Williams
Vice President for Advancement and Public Services Brad Bainter
Vice President for Quad Cities and Planning Joe Rives

Advisory Group Representatives present:

Civil Service Employees Council President – Stacy Dorethy – Macomb
Faculty Senate Chair – Christopher Pynes – Macomb
Student Government Association President – Dovile Svirupskaite – Macomb
Council of Administrative Personnel President – Dustin Van Sloten – Macomb

REVIEW AND APPROVAL OF BOARD MEETING MINUTES

Trustee Lester moved to approve the December 15-16, 2016 Board Meeting minutes. Trustee Savala seconded the motion.

Roll Call

Trustee Roger Clawson	Yes
Trustee Lyneir Cole	Yes
Trustee Cathy Early	Yes
Trustee William Gradle	Yes
Trustee Todd Lester	Yes
Trustee Steven Nelson	Yes
Trustee Yvonne Savala	Yes

PUBLIC COMMENTS

There were no comments.

CHAIRPERSON'S REMARKS

Chair Early welcomed everyone to the meeting.

She gave highlights of good things happening on campus.

- Riley Hintzsche Recognized as WIU's "Outstanding Beginning Teacher" for IACTE
- Redrick Terry won an award from the National Broadcasting System
- MFA students Jeffrey Young and Brett Olson were named finalists for the Kennedy Center's Irene Ryan Award
- Brandon Livingston won a national FFA Award
- Martin Nall, Mariana Roberts, Kylee Johnson and Brandon Livingston won state FFA awards and will compete for national awards
- Maria Kurth, under the guidance of Dr. Bob Intrieri, will have her research on ageism published
- Emily Manley, Megan Sanchez, Dan White, and Cora English – won awards from the Intercollegiate Broadcasting System
- Biology Graduate Student Paris Hamm had a discovery about important bacteria related to bats
- The first Pre-Med Symposium was sponsored by local ophthalmologist Dr. Jill Brody
- Music professor Courtney Blankenship named to list of top 10 "Music Professors Who Inspire Us"

Chair Early mentioned that Purple and Gold Day is coming up in April.

Chair Early noted that Trustees have written to area legislators asking them to please continue to work to get bipartisan support for a budget. They also wrote to senior leadership and the Governor in Springfield. Chair Early joined President Thomas for a rally in Springfield in March.

PRESIDENT'S REMARKS

The President's Remarks were as follows:

Good morning. I want to thank everyone for the part that you have played in helping us to successfully move Western Illinois University forward as we approach the end of another semester. We have outstanding administrators, staff, faculty and students at this university, and we continue to accomplish great things.

At this time, I would like to thank my leadership team for their hard work and dedication to this university and the communities we serve. Because of the budget impasse in Illinois, the past two years have added a tremendous amount of pressure as we balance our focus on the future with the budgetary challenges of the present.

Over the past year, my leadership team and I have been furloughed for the equivalent of approximately one month's salary, and we continue to be furloughed during this academic year. Other administrators across the University also continue to take furlough days. As you are aware, we have made many other reductions that have impacted this University and people's lives.

I apologize for the difficult decisions that we have made and continue to make. I assure you that we agonize over the budgetary issues forced on us because of the stalemate in Springfield. As a University, we did not

create these issues. Let me reiterate that the fight should not be here at Western Illinois University. If you want to advocate, then do like we do and go to Springfield to let your voices be heard.

The State of Illinois has gone without a budget for 21 months. While we appreciate the stop-gap funds that we have received, we urge all branches of government to work together to pass a budget. To that end, we have been actively communicating with our elected officials on a regular basis.

On January 23rd, we hosted Western 101 with state senators and representatives from our region. We discussed Western Illinois University's impact on the region, outlined our needs and garnered their support. On February 8th, I spoke at the Higher Education Rally in the Capitol Rotunda in Springfield. During that trip, Chair Early and I met with state legislators and Illinois' Secretary of Education, Beth Purvis to urge support for Western Illinois University. We made it clear that, "Higher education is a driver of personal and economic prosperity," so the state must act and act swiftly to re-invest in higher education. If they do not, they forego an annual \$2.8 billion economic impact to the state's economy. They will also contribute to the loss of new jobs, the shrinking of an educated citizenry, and increased out-of-state migration.

On February 24th, US Senator Tammy Duckworth came to the Macomb campus to discuss the challenges facing Western Illinois University and higher education. Senator Duckworth was very supportive and expressed her appreciation for all that Western does and more specifically, all that Western does to serve military personnel.

On March 7th, the legislature called an emergency meeting for public universities. At that hearing, I explained that we have made reductions since 2002, that we have cut to the bare bone, and that we have nothing left to cut. On April 5th, we will join the citizens of Macomb for Macomb Day in Springfield. That evening we will be hosting the WIU Legislative Reception and alumni event. On April 6th, we will be testifying before the House Higher Education Appropriations Committee.

On February 28th, Lieutenant Governor Sanguinetti joined us for the announced expansion of the small business development center and opening of an International Trade Center on the Quad Cities Campus. On March 8th, we discussed our needs with Governor Rauner and Lieutenant Governor Evelyn Sanguinetti at the Rural Community Economic Development Conference in Springfield.

Illinois' budget impasse continues to fuel crises of economic and enrollment confidence for Western. Last fall we stabilized freshman enrollment, but we have work to do to address the overall enrollment. Illinois is the second largest exporter of high school students to other states. In 2015, 45% of Illinois high school students who enrolled in college left the state.

Because of this out-migration and the declining number of high school graduates in Illinois, I am concerned about enrollment at our own university. I continue to hold regular meetings with our enrollment management team to address the enrollment situation, and I assure you that we are trying new strategies and actively recruiting new students. A university-wide task force is currently meeting to intentionally seek ways to recruit more military personnel to our programs. In addition, our enrollment team has also worked aggressively to retain our students. They have actively met and worked one-on-one with our students.

Another way we have sought to alleviate our funding and enrollment challenges is through the President's Executive Institute. We continue to hold summits throughout the region to build partnerships, learn how we can meet the needs in the region, and find ways to better recruit and retain students. The University will begin to reap the benefits that come from these summits, which include helping to build and enhance recruitment pipelines, increasing internships and other service-learning opportunities for students, tapping

into new markets for working professionals, and developing short- and long-term funding relationships. To date, we have raised over \$1 million dollars through these initiatives.

In the spring of 2016, we announced that we needed to trim \$20 million over several years to stabilize our appropriated budget. Since FY2015, we have trimmed approximately \$10 million through temporary initiatives to address critical cash flow requirements. These temporary reductions include furloughs, 3% faculty salary reductions, layoffs, and other measures. Many of these temporary reductions will expire in the future, and these costs will return to the University. Even with level enrollment, revenue will decline because our senior class is larger than our junior class, which is larger than our sophomore class. Also, our freshman are paying 3% less in tuition than our sophomores. With the unknown variables of state appropriations, contract negotiations, and enrollment, it is difficult to know what cuts will be necessary in the future. At this point, we are planning for a variety of contingencies and are reviewing strategies to achieve reductions. We cannot return to where we were overnight. Rebuilding the reserve is a priority, but not until we are able to stabilize the overall budget. Investment in areas of growth will continue to be an important component of our efforts. We will continue to do the best that we can, and it is going to take all of us to do our part.

We are making progress with two vital searches: the vice president for student services and the vice president for administrative services. We are currently in the process of bringing candidates for these positions to both campuses.

Finally, I would like to make mention of WIU's Women's Basketball team. We are proud that they won the Summit League Regular Season Championship, the Summit League Tournament Championship and played Florida State in the NCAA Tournament. They represented the university well and gave us all a reason to hope and to cheer.

I appreciate your continued support of Western Illinois University. We will continue to chart our destiny rather than being defined by external circumstances. We will not let the State be remiss in its social responsibility to provide fair and predictable funding to higher education.

Chair Early talked about the pep band and other students who gave up their spring break to support the Women's Basketball Team.

LEGISLATIVE UPDATE

Assistant to the President for Governmental Relations Jeanette Malafa discussed the Senate Bill to allow community colleges to offer bachelor degrees in nursing. This could change the landscape of higher education. The state universities and other allies are opposed to this legislation.

Malafa outlined other bills being discussed in Springfield that affect Western and higher education.

Malafa also commented on Western 101, adding that legislators also received a deferred maintenance tour. She also elaborated on some of the legislative visits and meetings that the President mentioned in his remarks.

GENERAL COMMENTS BY VICE PRESIDENTS

Academic Services

Interim Provost and Academic Vice President Kathy Neumann noted that Academic Affairs gets quite busy as the semester concludes. Dr. Christopher Sutton was this year's Distinguished Faculty Lecturer. He gave

his lecture at the Macomb campus and will give his lecture on the Quad Cities Campus soon. It is annual reporting time in Academic Affairs. Over the past few days, Deans and Directors have made their presentations of accomplishments and plans. She noted many faculty and staff are joining in on recruitment and retention. Program reviews were held for last year and this year. The process included external reviewers onsite for each. There were 26 reviews this year.

Dr. Neumann outlined accomplishments and initiatives throughout Academic Affairs.

While it has been another difficult budgetary year, she expressed her pride for all of the work that is happening in her area.

Trustee Nelson asked Neumann to explain to the Board the challenges being faced in teacher education. Dr. Neumann explained the issues related to teacher education and said that the University is communicating its concerns to the State. There is a lot of discussion happening at the State level. Dr. Neumann talked about agreements that are being made with school districts. President Thomas appreciates the follow up that is taking place with these school districts and noted that this will be beneficial.

Student Services

Interim Vice President for Student Services Ron Williams discussed the concerns of enrollment at the University. In addition to recruitment of new students, we continue to work on persistence and degree completion for our current students. Dr. Williams highlighted multiple initiatives for recruitment and retention. He described a variety of different initiatives that have been and will be happening to increase recruitment opportunities. The communication plan will also be under review on an annual basis. The enrollment management team is meeting every other week. The two biggest obstacles for students are meeting financial obligations and academic performance. Various offices, including Admissions, Financial Aid, and the Scholarship Office, are working to provide financial aid and scholarship opportunities, as well as to communicate to incoming and current students.

Higgins Hall will be taken down mid-summer. The University currently finalizing the details with the contractor.

Dr. Williams highlighted initiatives and accomplishments throughout Student Services, as well as upcoming events at the University.

The homecoming for this year is: Storybook Homecoming - A Tale of Leatherneck Pride.

The students hosted the Annual State of the Student Address on March 29. Dr. Williams noted he is proud of our student leaders. He also noted some other special student events.

Trustee Lester asked how we target local students. His daughter has not received any information from Western, when other state schools have sent her things. We cannot assume local students have an interest in the University. Dr. Williams discussed how we are broadening out net overall to be a little wider in reaching out to students. This includes broadening our reach to younger students than just seniors. Trustee Lester noted that other parents he has spoken to have the same concerns. President Thomas talked about the special targeting of students in the 16 county area, including a reception at the President's Residence and inviting them to a basketball game. Director of Admissions Seth Miner joined the discussion. He said that he learned at the education summits about our visibility, and having those communications with the local schools and school officials. He said we are looking to diversify the applicant pool by including younger high school students.

Trustee Gradle thinks it is most effective to recruit earlier than senior year. He is glad to see the work happening directly with departments and with faculty that are passionate about recruiting students. He asked where we are in the process of having current students being involved in the recruitment process. Miner talked about different initiatives that he hopes to work with our students on in the future.

Financial Aid Director Terri Hare joined the discussion to answer a question from Trustee Nelson about filling out FAFSAs, and getting verification documents in. Prospective students and parents will have to be educated about what to do as a result of changes in process.

Trustee Gradle asked about the size of the April Discover Western. Dr. Miner said this is not an atypical size for April. Discussion continued about communication and whether the increased communications will result in larger turnouts for Discover Westerns.

Advancement and Public Services

Vice President Brad Bainter noted that the latest edition of the *Western News* is out. He read a letter from an alum praising the quality of the magazine. Bainter thanked various employees in his area and across the University for their work on this magazine. This magazine has already won awards.

Mr. Bainter noted initiatives and accomplishments across the division of Advancement and Public Services.

In terms of social media, we are doing well. We have over 67,000 likes on Facebook and 17,500 followers on Twitter

Purple and Gold Day is April 24. There will be a push for A Day of Giving.

Mr. Bainter highlighted some of the marketing initiatives and the help received from University Relations, specifically in regards to things they did celebrating the NCAA tournament.

Administrative Services

Interim Vice President Matt Bierman said we have received no additional funds from the State. The last monies were received in late November. The situation is monitored continuously. Mr. Bierman told the Board that we continue to do many things to manage expenses.

In Human Resources, the Student Employment Pathway program gives us the chance to hire nearly or recent grads to fill hard-to-fill positions. There will be negotiations with various unions who represent Civil Service employees on campus. The annual Benefits Choice Period will be in May.

The Financial and Compliance Audit was just released this week. It will be discussed today. Bierman is pleased with the progress made in the audits. He thanked Jessica Dunn and Brittany Troline for their work with the external auditors.

Digger Oster will be leading Enterprise Management on campus, including risk management in different areas. This will be a part of a risk assessment process.

Mr. Bierman thanked the Chief and OPS Staff for their actions on March 29 with the threat that came to McDonough County. He expressed his appreciation to all of the men and women who serve in law enforcement.

In facilities, a Foundation/donor-funded golf course project will come to the Board at the October meeting. The East Village demo is complete. President Thomas sits on a subcommittee for IBHE regarding capital

needs. Western Avenue will be resurfaced, and Bierman appreciated the city for their actions on that. For the 5th consecutive year, WIU has been named a Tree City USA Campus.

Bierman offered his thanks to all of the employees at Western for remaining focused on the mission of what we are and who we are.

Trustee Gradle thanked Scott Harris in OPS for the recent ALICE training. In regards to a statement about equipment in DPS, Trustee Gradle asked about how the change of leasing versus purchase of equipment would affect cost to students and others. Bierman said the cost may go down, but it will not go up. Trustee Cole asked if it is more cost effective to lease, and Bierman said that it is. Trustee Nelson asked about a maintenance agreement, and Bierman confirmed we have one. Trustee Gradle asked this the new equipment will help speed up the processing of projects, and Bierman said that it might. The equipment will be here on Tuesday. Trustee Savala asked about maintenance speed – can maintenance happen in a timely manner? Mr. Bierman said that there are expectations regarding speed of service in the contracts.

Quad Cities and Planning

Vice President for Quad Cities and Planning Joe Rives gave a special thank you to Trustee Nelson for representing the Board at WQPT's Champagne on the Rocks event. Dr. Rives noted some other WQPT events (such as Imagination Station), and he congratulated Paul Plagenz on securing a large donation.

The Small Business Development Center (SBDC) and the International Trade Center (ITC) have now been added to the QC Campus. He talked about different programs that they are doing and will be doing.

Dr. Rives said that reports and presentations have been given at the QC Campus as a part of the annual planning and accomplishments process.

In Planning, Rives thanked shared governance leaders. It is easy to write strategic plans in good budget times, but it is difficult in difficult budget times. He thanked the constituencies for bringing a draft today for something in June.

Dr. Rives talked about the work involved in the Summits and asked those involved to stand up and be recognized for their hard work and determination.

The Quad Cities Campus looks forward to hosting the Board for the June Meeting and welcomes anyone interested in being a Trustee in Residence.

President Thomas reminded the Trustees they can be Trustees in Residence on the Macomb Campus as well.

ADVISORY GROUP REPORTS

Consent Agenda: Civil Service Employees Council, Council of Administrative Personnel, Faculty Senate, and Student Government Association:

Written Report Submitted On Behalf of Governance Groups by Dovile Svirupskaite, Student Government Association:

The four constituencies submit the included report items as part of the consent agenda.

We support resolution No. 17.3/5 and No. 17.3/7 and the passage of these action items. We espouse the efforts the university is making on expanding employee benefits regarding sick and bereavement leave. Also, we would like to support the approval of the 2017-2018 academic year fees structure and commend the individuals who dedicated time to revise the structure. As we continue through the end of the academic year, we would like to recognize the successes the BOT has had in supporting university employees, faculty, and students.

We would like to commend the Board of Trustees and the President Thomas for the continued advocacy in Springfield during the continued financial instability in the state of Illinois. The leadership of the university continues to serve as a beacon of light to students and faculty as they continue to advocate for a complete appropriated budget and MAPP grant funding.

Student Government Association President—Dovile Svirupskaite

Svirupskaite gave updates on activities of the SGA. She gave the names of those running for office for the upcoming year. She thanked everyone that she has worked with; she graduates in May and this is her last meeting.

Written Report:

The Student Government Association started the spring 2017 semester by adding two more seats to the senate. Western's All Volunteer Effort (WAVE) and University Union Board (UUB) were the two organizations selected because of the role they serve promoting positive student life at the university.

This has been a very busy semester for student government. The organization worked with the University Union on making updates to the Student Organization Center, Campus Rec to extend hours of the Olympic weight room, and OPS by requesting that a new blue light call box be installed near Thompson hall. SGA has also been integral part of starting a partnership between the Macomb Police Department, Office of Public Safety, and law enforcement student organizations. The mission of the group is to educate the student body on a variety of law enforcement issues and build lasting relationships between students and law enforcement officers. The first event will an active shooter training held on March 27th.

The student government elections began last week and will continue through April 14th. Students will be actively campaigning around campus in the hope of being elected as president and vice president, student member to the board of trustees, or senator at large. Voting will begin on PurplePost 2.0 April 10th through the 14th.

In the interest of supporting other student organizations, SGA made a donation of \$600.00 to Dance Marathon in the hope of helping the organization reach their goal of \$100,000 for the Children's Miracle Network Hospitals.

The State of the Student Address will be held March 29th at 3 pm in the third floor Sherman Auditorium. Student Advocacy Day will be April 5th in conjunction with the Macomb Area Chamber of Commerce Macomb Day in Springfield. We look forward to transporting students to Springfield and having them advocate for Western Illinois University and the importance of funding for higher education and MAPP grants.

Chair Early and President Thomas thanked Svirupskaite for her hard work advocating for students and serving as the SGA President.

Chair Early called for a break at 9:45 a.m.

The Board reconvened at 10:10 a.m.

Civil Service Employees Council Macomb President – Stacy Dorethy

Dorethy gave highlights from her written report.

Written Report:

- 1) We would like to thank all the Employees of the Month for going above and beyond their everyday duties. We would also like to send out many thanks to their nominators for helping to recognize them for their outstanding service to Western Illinois University.

Civil Service Employees of the Month:

- January 2017: Tracy Meredith, Staff Clerk, Office of Sponsored Projects
 - February 2017: Andrea Francis, Senior Library Specialist, Malpass Library
 - March 2017: Angie Loudon, Office Support Specialist, Centennial Honors College
- 2) Five \$100 Civil Service Employee Textbook Scholarships were given for the Fall 2016 semester.
 - S. Amanda Green
 - Daniel Huffmier
 - Shelley Larson
 - Amy Randall
 - Brittany Troline

In addition: Deadline for CSEC Dependent Scholarships are due Friday, May 12 @ 3pm. Nine one-time \$1,000 scholarships are awarded to dependents of Civil Service employees each year.

- 3) 14th Annual Memorial Tree Planting Ceremony: Monday, May 8 @ 11am, Memorial Tree Grove near University Village. Employees that were lost during the past year, (March 2016 – March 2017) will be recognized. I will be reading a biography on Susan Vaugh and Margaret Denise Sprinkle.

The ceremony is open to the public and organized by Human Resources every year. The annual ceremony includes one tree planted in memory of all employees who passed away during the preceding year. Honorees include employees who die while either actively working, on disability, on workers compensation or on an approved leave from the University.

- 4) Plans are underway for the next CSEC Spring Luncheon. We have chosen the fun theme of “*Kentucky Derby: A Celebration of Hats & Horses*”. This event will be held on Thursday, May 4 from 11:30am – 1pm in the Heritage Room. Cost is \$9 per person. As usual, we are selling raffle tickets for many donated and purchased prizes, as well as chances to win one of three \$50 lottery ticket “trees”. We have received several excited comments on the chosen theme. Many thanks to all the dedicated CSEC members that continue to go above and beyond to make this another great event! I have included the flyer on the reverse side for those that might want to reserve their spot for this memorable event.

Just a reminder, the money made from each luncheon (Spring and Fall) is used to support the Civil Service Dependent Scholarships and Civil Service Employee Textbook scholarships.

The Civil Service Employees Council would like to express their sincere appreciation to the WIU Board of Trustees; President Thomas; Matt Bierman, Interim Vice President for Administrative Services; and Pam Bowman, Human Resources Director, for their continued support of our council and to Western Illinois University’s Civil Service employees.

(the Written Report also included an invitation to the Civil Service Employees Luncheon, see #4)

Faculty Senate Chair – Christopher Pynes

Pynes outlined items handled by the Faculty Senate. He elaborated on the ways that Faculty Senate and Senators are engaging in recruitment. There were no issues with items on the agenda today.

Written Report:

The following is an abbreviated summary of some of the major activities and initiative the Faculty Senate has engaged in since the 16 December 2016 BOT meeting with full Faculty Senate meeting minutes available on the Faculty Senate website, < http://wiu.edu/faculty_senate/meetings/index.php >:

- All fall 2017 Faculty Senate elections are now completed. New senators filling three-year seats in fall 2017 will be:
 - COAS: Betsy Perabo, Liberal Arts and Sciences, and Shazia Rahman, English
 - COBT: Steve Rock, Economics and Decision Sciences
 - COEHS: Gloria Delany-Barmann and Andrea Hyde, Educational Studies
 - COFAC: Susan Czechowski, Art
 - At-large: Ginny Boynton, History, and Feridun Tasdan, Mathematics

They will replace outgoing senators Ginny Boynton, Jeff Brown, Gloria Delany-Barmann, Kishor Kapale, Carmen Keist, Christopher Pynes, Tom Sadler, and Sebastian Szyjka.

- Senators engaged in a lengthy discussion with Admissions Director Seth Miner about ways that faculty can help with student recruitment and factors affecting enrollment projections.
- Senators provided feedback and asked questions about Draft 1 of the Higher Values in Higher Education 2017-18 Strategic Plan Supplement, particularly about operationalizing the recommendations in Goal 5.
- Senators approved changing the category for a Discipline-Specific Global Issues course to a General Education Global Issues course upon the recommendation of the department chair and Chair of the Council for International Education.
- Senators heard first reading of a proposed bylaws amendment to define the Senate Year.
- Faculty Senate approved a request from the Committee on Provost and President Performance to make the “no response” choices similar to those used for the President’s evaluation.
- Chair Jessica Lin presented the final report from the ad hoc Committee on Medical Absences, which was created in 2012 and created the Online Absences Reporting System (OARS) currently in use by students. CITR has agreed to take over responsibility for the OARS program, and the ad hoc committee was formally disbanded.
- Faculty Senate approved a Resolution in Condemnation of President Trump’s Executive Order on Immigration. The resolution was sent to President Trump, both Illinois Senators (Durbin & Duckworth), and representatives (LaHood & Bustos) for the WIU-Macomb and WIU-Quad Cities regions.
- A request for moratorium on new requests for inclusion in General Education approved during the General Education review.

Current Items Under Consideration for Tuesday, 28 March 2017

- Possible endorsement and consent of BOT action items to be reported at the BOT meeting on the 31st.
- Possible endorsement and consent of the HVHE supplement to the strategic plan to be reported at the BOT meeting on the 31st.

Trustee Nelson and Chair Early thanked the Faculty Senate and faculty for their involvement in recruitment.

Council of Administrative Personnel Macomb President – Dustin Van Sloten

Van Sloten highlighted items from his report and activities of COAP.

Written Report:

The Council of Administrative Personnel awarded the Spring '17 \$100 COAP Professional Development Scholarship to Roberta Smith, Associate Director of Financial Aid. The award will be used toward her attendance at ILSFAA Annual Conference in April.

Nominations for COAP Employee of the Year are due Friday, April 7 by 4:30pm. Nomination forms are located at wiu.edu/coap. The winner will be announced at the Open Forum with President Thomas on May 3rd.

COAP just launched the COAP Mentor Program. COAP is seeking volunteers who would be willing to serve as mentors. Additionally, perhaps an employee is in need of help with different aspects of their job where partnering with a mentor would be beneficial.

The mentor/mentee role includes a commitment of at least six months of support to administrative professionals as they become acclimated to the WIU Community and their positions on campus. This program may also be beneficial to those who have promoted to different positions within the administrative professional field.

Finally, the COAP Executive Committee has scheduled the Spring Open Forum with President Thomas. It is set for **Wednesday, May 3, 2017, at 10:00 am** in the University Union Capitol Rooms (Macomb) and QC Complex RF 103/104 (via CODEC to the Quad Cities).

FINANCE COMMITTEE REPORT

Report No. 17.3/1: Report on Contributions

Vice President Brad Bainter is pleased to report that things are turning around, running about 45% ahead this year. He thanked the President and Provost for their support of the restructuring of the development area. Mr. Bainter highlighted specific donations from the report as presented. A new fundraising project is starting for the Gwendolyn Brooks Park. Also underway are projects for the Rocky Memorial and Rock Hanson memorial statue. The Arthur D. & Roselyn Chown Golf Learning Center will be brought to the Board for action at a future meeting.

Bainter was proud of the heart and soul of Women's Basketball and reminded the Board that we all want to make Western the best place it can be.

Trustee Lester asked if development officers are being asked about the financial health of the University. Mr. Bainter said that it continues but is not as prominent as last year. Bainter discussed language being put into some of the agreements to address any concerns.

Report No. 17.3/2: Purchases of \$100,000-\$499,999.00 Receiving Presidential Approval

Interim Vice President Bierman said that the report is as submitted.

Report No. 17.3/3: Debt Compliance Report

Interim Vice President Bierman said this is a new report. A debt compliance policy was passed, and this is the report that comes out of the compliance policy adopted as an institution.

Trustee Cole asked about receiving the report earlier. Trustee Nelson asked about our current bond rating. Bierman said that Universities are reviewed separately.

ACADEMIC AND STUDENT SERVICES COMMITTEE

Report No. 17.3/4: Annual Report on Financial Aid Programs

Interim Vice President Williams invited Financial Aid Director Terri Hare to the podium to address Trustee questions about the submitted report. Trustee Savala asked about Senior Citizen Waivers. Hare explained how this mandated State program works. Registrar Angela Lynn came to provide further information about the program.

Trustee Nelson asked about Pell Grants being at risk. Hare explained that the surplus in Pell Grant money is at risk. As far as she knows, the funding is level. Hare answered a question from Trustee Nelson about the Perkins Loan. We have not had new money for this. This is being assessed month to month. Trustee Nelson about reimbursement for waivers to vets for the MAP grants. Ms. Hare said that we are keeping totals of how much is owed by the State. The University does receive MAP eventually, but Bierman explained we have not received reimbursement of veterans waivers for ten years.

Trustee Gradle asked how MAP works. It is need based and there is a limit as to how much money the State has. The money has run out more quickly recently than it used to. The Board discussed this further.

Report No. 17.3/5: FY2018 Student Cost Guarantee

Interim Vice President Williams gave an overview of the report. This is one of our major initiatives to recruit students and help students understand the cost of their education.

Resolution No. 17.3/1: FY2018 Room and Board/Housing Rates Recommendation

Interim Vice President Williams, Interim Vice President Bierman, Associate Vice President for Student Services John Biernbaum, and Assistant Director of Residential Facilities Ketra Russell presented the report and answered questions from the Board. Trustee Clawson asked if we are the only University that does guaranteed rates? We are the only one in the State. Trustee Clawson asked about the savings per year, and Trustee Gradle asked about how the savings work. Trustee Lester asked how these numbers were determined. The University begins with a look at what is palatable to students and the Board. The University does projections four years out on a variety of variables. These fees also go through the Student Government process. Trustee Gradle asked how we compare in cost to other state schools. We are third lowest. Trustee Savala asked about how fees related to the decrease in tuition. Bierman answered her question, and further discussion commenced about the process and the resulting recommendation. Trustee Gradle asked about the student involvement in the process of coming up with the proposal that was brought up to IHC (Inter-Hall Council). Russell discussed their role leading up to the recommendation given to the IHC. Trustee Gradle recommended that students be involved throughout the process in the future.

A motion was made by Trustee Cole to approve. Trustee Clawson seconded the motion.

Roll Call

Trustee Roger Clawson	Yes
Trustee Lyneir Cole	Yes
Trustee Cathy Early	Yes
Trustee William Gradle	Yes
Trustee Todd Lester	Yes
Trustee Steven Nelson	Yes

Trustee Yvonne Savala Yes

Motion carried.

Resolution:

WHEREAS room and board rates are to be established annually by the Western Illinois University Board of Trustees; and,

WHEREAS the Western Illinois University Board of Trustees carefully considered the Fiscal Year 2018 Tuition, Fees, Room and Board Cost Guarantee (Report No. 17.3/5); and,

WHEREAS general guidelines established by the Illinois Board of Higher Education were followed; and,

WHEREAS appropriate groups on campus were involved in the establishment of room and board rates for FY2018; and,

WHEREAS the double occupancy room and board rate would be an increase of \$50.00 or 0.52% for new students only, which would result in an increase of 0.13% per year for those students who live in the Residence halls for 4 years; and,

WHEREAS Western Illinois University maintains a commitment to access and affordability:

THEREFORE be it resolved that the Board of Trustees approves room and board charges for FY2018 (effective Fall Semester 2017) as enumerated in the FY2018 Room and Board/Housing Rates Recommendation document which follows.

FY2018 Fees and Room and Board/Housing Rates

	FY 2015 P	FY 2016 Q	FY 2017 R	Proposed FY 2018		
				Amount	\$ Change	% Change
ROOM AND BOARD AND HOUSING RATES						
<u>Academic Year (Fall and Spring)</u>						
Room and Board - Double Occupancy	\$ 9,450.00	\$ 9,580.00	\$ 9,580.00	\$ 9,630.00	\$ 50.00	0.52%
Room and Board - Single Occupancy	12,060.00	12,226.00	12,226.00	12,276.00	\$ 50.00	0.41%
Room and Board - Super Single	12,350.00	12,520.00	12,520.00	12,570.00	\$ 50.00	0.40%
Room and Board - Super Double	10,050.00	10,180.00	10,180.00	10,230.00	\$ 50.00	0.49%
Room and Board - Suite Double	10,050.00	10,180.00	10,180.00	10,230.00	\$ 50.00	0.49%
Room and Board - Suite Single	14,530.00	14,716.00	14,716.00	14,766.00	\$ 50.00	0.34%
Room and Board - Grote Hall Double Occupancy	10,400.00	10,530.00	10,530.00	10,580.00	\$ 50.00	0.47%
Room and Board - Grote Hall Single Occupancy	12,086.00	12,238.00	12,238.00	12,288.00	\$ 50.00	0.41%
Room - Double Occupancy Westbrook House	5,750.00	5,800.00	5,800.00	\$ 5,800.00	\$ -	0.00%
Room - Single Occupancy Westbrook House	7,190.00	7,250.00	7,250.00	7,250.00	\$ -	0.00%
Apartment - One Bedroom Unfurnished	5,800.00	5,900.00	5,900.00	5,900.00	\$ -	0.00%
Apartment - One Bedroom Furnished	6,200.00	6,300.00	6,300.00	6,300.00	\$ -	0.00%
Apartment - Two Bedroom Unfurnished	6,100.00	6,200.00	6,200.00	6,200.00	\$ -	0.00%
Apartment - Two Bedroom Furnished	6,500.00	6,600.00	6,600.00	6,600.00	\$ -	0.00%
Apartment - Two Bedroom East Village	7,800.00	7,900.00	7,900.00	7,900.00	\$ -	0.00%
<u>Break Housing</u>						
¹ Acad. Year Break Housing (Thanksgiving, Winter, Spring)	\$ 420.00	\$ 430.00	\$ 430.00	\$ 430.00	\$ -	0.00%
Summer Break Housing (May & August)	310.00	320.00	320.00	320.00	\$ -	0.00%
<u>Summer Semester</u>						
Room - Double Occupancy	\$ 740.00	\$ 760.00	\$ 760.00	\$ 760.00	\$ -	0.00%
Room - Single Occupancy	1,160.00	1,170.00	1,170.00	1,170.00	\$ -	0.00%
Room - Double Occupancy Westbrook House	1,150.00	1,160.00	1,160.00	1,160.00	\$ -	0.00%
Room - Single Occupancy Westbrook House	1,438.00	1,450.00	1,450.00	1,450.00	\$ -	0.00%
Apartment - One Bedroom Unfurnished	1,160.00	1,180.00	1,180.00	1,180.00	\$ -	0.00%
Apartment - One Bedroom Furnished	1,240.00	1,260.00	1,260.00	1,260.00	\$ -	0.00%
Apartment - Two Bedroom Unfurnished	1,220.00	1,240.00	1,240.00	1,240.00	\$ -	0.00%
Apartment - Two Bedroom Furnished	1,300.00	1,320.00	1,320.00	1,320.00	\$ -	0.00%
Apartment - Two Bedroom East Village	1,560.00	1,580.00	1,580.00	1,580.00	\$ -	0.00%
<u>Additional Fees</u>						
Res Net	\$ 160.00	\$ 180.00	\$ 190.00	\$ 200.00	\$ 10.00	5.26%
<u>Additional Charges</u>						
Telephone Charge- Graduate and Family Housing				\$ 0.00		

¹Housing charge is divided by break session

Resolution No. 17.3/2: FY2018 Fees Recommendation

Interim Vice President Williams, Interim Vice President Bierman, Associate Vice President for Student Services John Biernbaum, and Assistant Director of Residential Facilities Ketra Russell presented the resolution. Williams highlighted a few of the specific fees included in the resolution. Bierman noted that the Quad Cities Campus has a different fee structure. Trustee Cole asked about the percentage and why it is so small. Bierman and others talked about how the process works of coming up with the recommendation. Trustee Nelson asked about fees, and then expressed his concerns about student parking on the Quad Cities Campus. He believes there should be a mandatory parking fee for Quad Cities Campus students. Bierman said the University is exploring the costs, feasibility, and what that means. Trustee Cole expressed concerns about penny-pinching the students, and asked if the University should look at higher costs. Trustee Gradle asked about the student activity fee and how the money has been utilized.

A motion was made by Trustee Lester to approve. Trustee Savala seconded the motion.

Roll Call

Trustee Roger Clawson	Yes
Trustee Lyneir Cole	Yes
Trustee Cathy Early	Yes
Trustee William Gradle	Yes
Trustee Todd Lester	Yes
Trustee Steven Nelson	Yes
Trustee Yvonne Savala	Yes

Motion carried.

Resolution:

WHEREAS fees are to be established annually by the Western Illinois University Board of Trustees; and,

WHEREAS the Western Illinois University Board of Trustees carefully considered the Fiscal Year 2018 Tuition, Fees, Room and Board Cost Guarantee (Report No. 17.3/5); and,

WHEREAS general guidelines established by the Illinois Board of Higher Education were followed; and,

WHEREAS appropriate groups on campus were involved in the establishment of fees for FY2018; and,

WHEREAS the rate would be an increase of \$0.73 per credit hour or 0.81% for new Macomb campus students only, which would result in an increase of 0.20% per year for those students who attend for four years; and,

WHEREAS the rate would be an increase of \$0.20 per credit hour or 0.81% for new Quad Cities campus students only, which would result in an increase of 0.20% per year for those students who attend for four years; and,

WHEREAS Western Illinois University maintains a commitment to access and affordability:

THEREFORE be it resolved that the Board of Trustees approves fees rates for FY2018 (effective Fall Semester 2017) as enumerated in the FY2018 Fee Recommendation document which follows.

FY2018 Fees Recommendation

	FY2015	FY2016	FY2017	Proposed FY2018		
				Amount	\$ Change	% Change
I. MACOMB CAMPUS STUDENT FEE ALLOCATIONS						
<u>Academic Year (Based on 30 SCH)</u>						
Activity	\$ 103.50	\$ 103.50	\$ 103.50	\$ 105.60	\$ 2.10	2.03%
Fine Arts Activity	76.50	76.80	76.80	77.70	0.90	1.17%
Athletic	522.90	537.00	537.00	542.10	5.10	0.95%
Bond Revenue	833.40	851.40	851.40	859.80	8.40	0.99%
Technology	138.00	144.60	144.60	146.70	2.10	1.45%
Facilities Enhancement & Life Safety	536.40	546.30	546.30	546.30	-	0.00%
Health Center	281.10	282.30	282.30	282.30	-	0.00%
Publication	29.10	29.10	29.10	29.10	-	0.00%
Talent Grant	49.20	51.30	51.30	52.50	1.20	2.34%
Transit	80.40	81.30	81.30	83.40	2.10	2.58%
Total Per Academic Year	\$ 2,650.50	\$ 2,703.60	\$ 2,703.60	\$ 2,725.50	\$ 21.90	0.81%
<u>Fall or Spring Semester Per Credit Hour</u>						
Activity	\$ 3.45	\$ 3.45	\$ 3.45	\$ 3.52	\$ 0.07	2.03%
Fine Arts Activity	2.55	2.56	2.56	2.59	0.03	1.17%
Athletic	17.43	17.90	17.90	18.07	0.17	0.95%
Bond Revenue	27.78	28.38	28.38	28.66	0.28	0.99%
Technology	4.60	4.82	4.82	4.89	0.07	1.45%
Facilities Enhancement & Life Safety	17.88	18.21	18.21	18.21	-	0.00%
Health Center	9.37	9.41	9.41	9.41	-	0.00%
Publication	0.97	0.97	0.97	0.97	-	0.00%
Talent Grant	1.64	1.71	1.71	1.75	0.04	2.34%
Transit	2.68	2.71	2.71	2.78	0.07	2.58%
Total Per Credit Hour	\$ 88.35	\$ 90.12	\$ 90.12	\$ 90.85	\$ 0.73	0.81%
<u>Summer Semester Per Credit Hour</u>						
Activity	\$ 2.21	\$ 2.21	\$ 2.21	\$ 2.26	0.05	2.26%
Fine Arts Activity	1.63	1.64	1.64	1.66	0.02	1.22%
Athletic	11.16	11.46	11.46	11.56	0.10	0.87%
Bond Revenue	17.78	18.16	18.16	18.35	0.19	1.05%
Technology	2.95	3.09	3.09	3.13	0.04	1.29%
Facilities Enhancement & Life Safety	11.44	11.65	11.65	11.65	-	0.00%
Health Center	6.00	6.03	6.03	6.03	-	0.00%
Publication	0.63	0.63	0.63	0.63	-	0.00%
Talent Grant	1.05	1.09	1.09	1.12	0.03	2.75%
Transit	1.72	1.74	1.74	1.78	0.04	2.30%
Total Per Credit Hour	\$ 56.57	\$ 57.70	\$ 57.70	\$ 58.17	\$ 0.47	0.81%

FY2018 Fees Recommendation

	FY2015	FY2016	FY2017	Proposed FY2018		
				Amount	\$ Change	% Change
II. QUAD CITIES CAMPUS STUDENT FEE ALLOCATIONS						
<u>Academic Year (Based on 30 SCH)</u>						
Activity	\$ 127.20	\$ 128.70	\$ 128.70	\$ 134.70	\$ 6.00	4.66%
Athletic	-	-	-	-	-	-
Bond Revenue	-	-	-	-	-	-
Technology	135.30	140.40	140.40	140.40	-	0.00%
Facilities Enhancement & Life Safety	211.80	211.80	211.80	211.80	-	0.00%
Health Center	-	-	-	-	-	-
Publication	26.70	27.30	27.30	27.30	-	0.00%
Talent Grant	83.10	83.10	83.10	83.10	-	0.00%
Transit	143.40	149.10	149.10	149.10	-	0.00%
Total Per Academic Year	\$ 727.50	\$ 740.40	\$ 740.40	\$ 746.40	\$ 6.00	0.81%
<u>Fall or Spring Semester Per Credit Hour</u>						
Activity	\$ 4.24	\$ 4.29	\$ 4.29	\$ 4.49	\$ 0.20	4.66%
Athletic	-	-	-	-	-	-
Bond Revenue	-	-	-	-	-	-
Technology	4.51	4.68	4.68	4.68	-	0.00%
Facilities Enhancement & Life Safety	7.06	7.06	7.06	7.06	-	0.00%
Health Center	-	-	-	-	-	-
Publication	0.89	0.91	0.91	0.91	-	0.00%
Talent Grant	2.77	2.77	2.77	2.77	-	0.00%
Transit	4.78	4.97	4.97	4.97	-	0.00%
Total Per Credit Hour	\$ 24.25	\$ 24.68	\$ 24.68	\$ 24.88	\$ 0.20	0.81%
<u>Summer Semester Per Credit Hour</u>						
Activity	\$ 2.72	2.75	2.75	2.84	0.09	3.27%
Athletic	-	-	-	-	-	-
Bond Revenue	-	-	-	-	-	-
Technology	2.88	2.99	2.99	2.99	\$ -	0.00%
Facilities Enhancement & Life Safety	4.52	4.52	4.52	4.52	-	0.00%
Health Center	-	-	-	-	-	-
Publication	-	-	-	-	-	-
Talent Grant	1.77	1.77	1.77	1.77	-	0.00%
Transit	-	-	-	-	-	-
Total Per Credit Hour	\$ 11.89	\$ 12.03	\$ 12.03	\$ 12.12	\$ 0.09	0.75%

Resolution No. 17.3/3: FY2018 Student Health Insurance Fee Recommendation

Interim Vice President Williams, Interim Vice Bierman, and Digger Oster, Director of Insurance, Risk Management, and Compliance presented the resolution.

A motion was made by Trustee Early to approve. Trustee Lester seconded the motion.

Trustee Cole asked if the Resolution can be tabled until June. Trustee Lester asked about the cost and Oster explained the quotes received.

A motion was made by Trustee Cole to table the Resolution until June. Trustee Savala seconded the motion to table.

Roll Call

Trustee Roger Clawson	No
Trustee Lyneir Cole	Yes
Trustee Cathy Early	Yes
Trustee William Gradle	No
Trustee Todd Lester	No
Trustee Steven Nelson	No
Trustee Yvonne Savala	Yes

Motion to table did not pass.

Mr. Oster answered further questions from Trustees about the bids as received and other parts of the process. The University has worked with a broker to get the lowest quote possible. Oster said this is the lowest quote we could have possibly gotten. Oster answered other questions regarding how bids are procured and how we may work with others to get a lower bid by grouping with other universities.

Roll Call

Trustee Roger Clawson	Yes
Trustee Lyneir Cole	No
Trustee Cathy Early	Yes
Trustee William Gradle	Yes
Trustee Todd Lester	Yes
Trustee Steven Nelson	Yes
Trustee Yvonne Savala	Yes

Motion carried.

Resolution:

WHEREAS Western Illinois University has reviewed the Student Health Insurance options for Western Illinois University students; and,

WHEREAS Western Illinois University proposes that the Student Health Insurance rates increase from \$705.00 to \$815.00 per half year or \$1,630.00 per full year which represents a 15.6% increase; and,

WHEREAS Western Illinois University will implement the Student Health Insurance rate beginning August 01, 2017; and,

WHEREAS special provisions have been made for students attending outside the designated terms of August 1 to January 31 and February 1 to July 31:

THEREFORE be it resolved that the Board of Trustees approves the Western Illinois University Student Health Insurance Program rate for Fiscal Year 2017 as proposed.

AUDIT COMMITTEE

Trustee Clawson gave opening remarks. In good news, we are number 3 of nine colleges in the least amount of material findings, and also moved up a notch in immaterial findings.

Report No. 17.3/6: Annual Review of Internal Audit Charter

Interim Vice President Matt Bierman and Assistant Comptroller Jessica Dunn presented the report and summarized the work that is taking place to address any findings. This was the first year with external firm Adelphia. They are expected to begin their next audit process in May.

Trustee Nelson asked about steps being taken to handle the findings. Dunn provided answers to his question.

The written report is as follows:

This is a report of the activity and the results of the FY 2016 Annual External Financial and Compliance Audits, and other outsourced audits released in FY 2016.

Annual External Financial and Compliance Audits FY2016

- A. Financial Audit – One finding
 - 1. Failure to Apply Accounting and Financial Reporting Standards for Impairment of Capital Assets
- B. Compliance Audit – total findings 7 – the one above and the following:
 - 2. Inadequate Review of Loan Disbursement Transaction and Reporting and Inadequate Performance of Verification Procedures (repeat)
 - 3. Noncompliance with Required Contracting Procedures (repeat)
 - 4. Noncompliance with University Guidelines on Excess Funds
 - 5. Inadequate Controls over Property and Equipment
 - 6. Subsidies between Accounting Entities (repeat)
 - 7. Weaknesses in Computer Inventory Controls

Full detail of these audits may be found on the State of Illinois Auditor General's Website:

<http://www.auditor.illinois.gov/Audit-Reports/WESTERN-ILLINOIS-UNIVERSITY.asp>

Other External/Outsourced Audits, Regulatory Reviews, or Agreed Upon Procedures:

- 1. NCAA – Independent Accountants' Report on Applying Agreed Upon Procedures – June 30, 2016
- 2. WIUM-FM/WIUW-FM Radio Financial Statements & Independent Auditors' Report - June 30, 2016 & 2015
- 3. Western Illinois University Foundation Financial Statements & Independent Auditor's Report - June 30, 2016 and 2015
- 4. WQPT-TV Annual Financial Report – June 30, 2016

Number of Material Findings by University:

	Financial Audit		Compliance Audit	
	FY2016	FY2015	FY2016	FY2015
Eastern Illinois University	0	0	3	4
Illinois State University	1	0	4	3
Western Illinois University	1	1	7	8
Northern Illinois University	2	1	12	10
Southern Illinois University	0	0	12	11
Chicago State University	2	1	15	15
Northeastern Illinois University	3	1	17	14
U of I	3	3	18	30
Governors State University	2	0	20	7

PRESIDENTIAL ASSESSMENT AND EVALUATION

There was no discussion for this committee.

GENERAL DISCUSSION and ACTION ITEMS

Report No. 17.3/7: Quarterly Planning Update

Vice President Joe Rives presented the report and asked for questions. Trustee Savala talked about how the Summits in the Quad Cities target multiple high schools and hits a large potential population. She gave kudos for the relationships created.

Report No. 17.3/8: Update to the Higher Learning Commission

Vice President Joe Rives explained the rationale behind the report, which is to show that the Board is aware of what the University provides to the Higher Learning Commission. Dr. Rives explained that while the Board had previously received this letter, it is included in today's meeting materials for documentation on Board engagement in University governance and its fiduciary responsibilities. Rives reminded the Board that the three-year budget reduction and reinvestment is a moving target and time sensitive. Initially what was reported to the Board in December was \$20 million. However, based on cost saving measures taken to date, it is now targeted at around \$15 million. This value will change as the status of state appropriations, contract negotiations, and other variables becomes clear. We must all be responsible and report the most current value when figures are used. It is our social responsibility. To quote earlier figures that we correct at the time of publication is incorrect.

Report No. 17.3/9: Discussion Draft for the Academic Year 2017-2018 Higher Values in Higher Education Supplement

Vice President Rives gave a PowerPoint presentation. The Board asked for annual Supplements to the Strategic Plan last year. There is a 10 year review of the vision, 5 year review of the mission, and 1 year review of the goals. Rives went over the changes to the goal statements. Dr. Rives asked for feedback from the Board. He will complete meetings with governance groups. The final 2017-2018 *Supplement* will be presented to the Board for Action at the June Meeting.

Trustee Gradle commented on a few items in the *Supplement*. He also asked that students be invited into the process sooner. Trustee Gradle would like to make sure the student voice is integrated in all levels of

planning. Rives said the answer is “yes,” and he thanked Trustee Gradle and SGA President Svirupskaitė for their advocacy for students.

Report No. 17.3/10: President’s Executive Institute

Vice President Rives gave a PowerPoint presentation on the President’s Executive Institute (PEI). Rives expressed his thank you to everyone for their assistance. He presented the vision, mission, and steering team membership. We want to be the partner of choice for advancing social responsibility; provide connections between WIU and external organizations. Dr. Rives discussed the goals, priorities, and performance indicators. In education summits, there have been 14 summits in 8 communities, with 2 additional presentations. There have also been mayor, community, and executive summits. Dr. Rives has had meetings with various community colleges in the area and across the state. Military outreach initiatives for recruitment and retention are also underway. Rives gave a summary of the different topics that were discussed in the summits and meetings. Dr. Rives showed pictures of some of the team members on the PEI project and highlighted their accomplishments. President Thomas made closing comments regarding the President’s Executive Institute. President Thomas said we are excited about what we are doing.

Resolution No. 17.3/4: Release of Closed Session Meeting Minutes

A motion was made by Trustee Lester to approve. Trustee Nelson seconded the motion.

Roll Call

Trustee Roger Clawson	Yes
Trustee Lyneir Cole	Yes
Trustee Cathy Early	Yes
Trustee William Gradle	Yes
Trustee Todd Lester	Yes
Trustee Steven Nelson	Yes
Trustee Yvonne Savala	Yes

The motion carried.

Resolution:

WHEREAS pursuant to Section 5 ILCS 120/c of the Open Meetings Act, the Board of Trustees of Western Illinois University will eliminate the recordings of the minutes of October 1-2, 2015; and,

WHEREAS pursuant to Section 2.06(c) of the Open Meetings Act, the Board of Trustees of Western Illinois University has reviewed the minutes of the closed session minutes of December 17, 2015; January 25, 2016; March 10, 2016; April 20, 2016; June 9, 2016; July 14, 2016; October 6, 2016; and December 15, 2016, to determine whether the need for confidentiality still exists with respect to all or part of the minutes:

THEREFORE be it resolved the Board of Trustees of Western Illinois University has determined that the need for confidentiality still exists and it will review the minutes listed above again at the June 9, 2017, Board Meeting to make a final determination with regard to their release.

Resolution No. 17.3/5: Calendar Year 2018 Board Meeting Schedule

A motion was made by Trustee Cole to approve. Trustee Savala seconded the motion.

Roll Call

Trustee Roger Clawson	Yes
Trustee Lyneir Cole	Yes
Trustee Cathy Early	Yes
Trustee William Gradle	Yes
Trustee Todd Lester	Yes
Trustee Steven Nelson	Yes
Trustee Yvonne Savala	Yes

The motion carried.

Resolution:

WHEREAS Western Illinois University is subject to the requirements of 110 ILCS 690/ which states: “Meetings of the Board shall be held at least once each quarter on the campus of Western Illinois University...;” and,

WHEREAS the Vice Presidents, Budget Director, Board Treasurer, University Attorney, Institutional Research and Planning Director, Equal Opportunity and Access Director, Internal Auditor, Alumni Director and the Assistant to the President for Governmental Relations have been consulted regarding the State of Illinois, IBHE and Board of Trustees deadlines and regulations; and,

WHEREAS the members of the Board of Trustees have been consulted beginning on December 2, 2016 about the 2018 proposed meeting schedule:

THEREFORE be it resolved that the Board of Trustees approves the following meeting dates for calendar year 2018:

- March 22-23, 2018 – WIU, Macomb
- June 7-8, 2018 – WIU, Quad Cities
- September 27-28, 2018 – WIU, Macomb
- December 13-14, 2018 – WIU, Macomb
- July 2018 Board Retreat date and location will be determined by the Board after the 2017 Retreat

Resolution No. 17.3/6: Revision to Board Regulations, II.B.12.c.(3) and II.C.7.d.5, Employee Benefits Sick Leave – First Reading

This will be implemented after first reading if passed. Human Resources Director Pam Bowman gave an explanation of the need for this resolution based on changes in the State Statute.

A motion was made by Trustee Cole to approve. Trustee Gradle seconded the motion.

Roll Call

Trustee Roger Clawson	Yes
Trustee Lyneir Cole	Yes
Trustee Cathy Early	Yes
Trustee William Gradle	Yes
Trustee Todd Lester	Yes
Trustee Steven Nelson	Yes
Trustee Yvonne Savala	Yes

The motion carried.

Resolution:

WHEREAS Pursuant to 110 ILCS 690/35-45, Western Illinois University's Board of Trustees must develop regulations for the management of the University.

WHEREAS Western Illinois University must comply with state law.

WHEREAS Western Illinois University wishes to amend Section II pursuant to 820 ILCS 191.

THEREFORE be it resolved that the Board of Trustees approves the following revision to the Board of Trustees Regulations Sections II.B.12.c.(3) and II.C.7.d.5. on first reading pursuant to Section I.A.2.d.:

II. Employees (continued)

B. Faculty and Administrative Employees (continued)

12. Employee Benefits (continued)

c. Sick Leave (continued)

- (3) An employee may use accumulated sick leave only when the employee is prevented from performing assigned duties because of illness, injury, or temporary disabilities caused or contributed to by pregnancy, or is obtaining medical or dental consultation or treatment, or for special circumstances stipulated under the Bereavement Leave provision of these Regulations. An employee may use up to twelve (12) days of earned sick leave per calendar year for absences resulting from the illness or injury of a child, *stepchild*, spouse, domestic partner, *sister*, *brother* or parent. For absences resulting from the illness or injury of a *mother-in-law*, *father-in-law*, *grandchild*, *grandparent*, *or stepparent*, *an employee may use an amount not less than the personal sick leave that would be accrued during six months at the employee's then current rate of benefit accrual.* Upon approval of the President, or the President's designee, an employee may use additional accrued sick leave for such absences. Employees covered by a collective bargaining agreement with different sick leave benefits will receive those benefits according to their agreement

II. Employees (continued)

C. Civil Service Employees (continued)

7. Employee Benefits (continued)

d. Sick Leave (continued)

- (5) An employee may use accumulated sick leave only when the employee is prevented from performing assigned duties because of illness, injury, or temporary disabilities caused or contributed to by pregnancy, or is obtaining medical or dental consultation

or treatment, or for special circumstances stipulated under the Bereavement Leave provision of these Regulations. An employee may use up to twelve (12) days of earned sick leave per calendar year for absences resulting from the illness or injury of a child, *stepchild*, spouse, domestic partner, *sister, brother* or parent. For absences resulting from the illness or injury of a *mother-in-law, father-in-law, grandchild, grandparent, or stepparent, an employee may use an amount not less than the personal sick leave that would be accrued during six months at the employee's then current rate of benefit accrual.* The use of sick leave for familial purposes in excess of the twelve-day limit may be granted by the employer representative upon evidence of need and recommendation of the supervisor.

Resolution No. 17.3/7: Revision to Board Regulations, II.B.12.f and II.C.7.e, Bereavement Leave – First Reading

This will be implemented after first reading if passed. Human Resources Director Pam Bowman gave an explanation of the need for this resolution based on changes in the State Statute.

A motion was made by Trustee Cole to approve. Trustee Gradle seconded the motion.

Roll Call

Trustee Roger Clawson	Yes
Trustee Lyneir Cole	Yes
Trustee Cathy Early	Yes
Trustee William Gradle	Yes
Trustee Todd Lester	Yes
Trustee Steven Nelson	Yes
Trustee Yvonne Savala	Yes

The motion carried.

Resolution:

WHEREAS Pursuant to 110 ILCS 690/35-45, Western Illinois University's Board of Trustees must develop regulations for the management of the University.

WHEREAS Western Illinois University must comply with state law.

WHEREAS Western Illinois University wishes to amend Section II pursuant to 820 ILCS 154/.

THEREFORE be it resolved that the Board of Trustees approves the following revision to the Board of Trustees Regulations Sections II.B.12.e. and II.C.7.f. on first reading pursuant to Section I.A.2.d.:

II. Employees (continued)

B. Faculty and Administrative Employees (continued)

12. Employee Benefits (continued)

e. Bereavement Leave (continued)

1. Employees will be granted, upon request, leave of up to three scheduled work days to attend the funeral or memorial service and/or for travel and bereavement time, upon the death of a member of the employee's immediate family, household, in-laws, grandchildren, and/or grandparents; and up to one day to attend the funeral or memorial service of a relative other than the above who is not a member of the employee's household. The amount of leave provided is not intended to be guaranteed and is available only when there is a need. Bereavement leave shall be taken in not less than one-half day increments and may not be accumulated. Employees covered by a collective bargaining agreement with different bereavement leave benefits will receive those benefits according to their agreement.
2. *Upon the death of a member of the employee's immediate family, the employee will be granted seven additional work days of unpaid leave to attend the funeral or alternative to a funeral for the immediate family member, make arrangements necessitated by the death of the immediate family member, or grieve the death of the immediate family member.*
3. Immediate family is defined as: father, mother, sister, brother, spouse, domestic partner, and children. Biological, adopted, foster, legal wards, *a child of a person standing in loco parentis*, or step family members are considered immediate family under this policy. In-laws are defined as: mother-in-law, father-in-law, brother-in-law, sister-in-law, son-in-law, and daughter-in-law.
4. Other relative is defined as: aunt, uncle, niece, nephew, or first cousin of the employee. Such relatives are regarded as members of the immediate family only if in residence in the employee's household at the time of death.
5. Bereavement leave benefits are not granted in the event of the death of a member of the employee's spouse's or domestic partner's family unless specifically stated. For example, grandparent refers to the grandparent of the employee. For purposes of application of bereavement leave, relationships existing due to marriage or domestic partnership will terminate upon the divorce or termination of the domestic partnership of the relative through whom the marriage or domestic partnership relationship exists. Current marital status will be defined in accord with Illinois State Law.
6. The employee's supervisor may grant additional leave to an employee who cannot, because of special circumstances, return to work at the completion of the allowable bereavement leave days. An employee may choose to take such leave without pay or may use accrued vacation or sick leave time.

II. Employees (continued)

C. Civil Service Employees (continued)

7. Employee Benefits (continued)

f. Bereavement Leave (continued)

1. Employees will be granted, upon request, leave of up to three scheduled work days to attend the funeral or memorial service and/or for travel and bereavement time, upon the death of a member of the employee's immediate family, household, in-laws, grandchildren, and/or grandparents; and up to one day to attend the funeral or memorial service of a relative other than the above who is not a member of the

employee's household. The amount of leave provided is not intended to be guaranteed and is available only when there is a need. Bereavement leave shall be taken in not less than one-half day increments and may not be accumulated. Employees covered by a collective bargaining agreement with different bereavement leave benefits will receive those benefits according to their agreement.

2. ***Upon the death of an employee's child, the employee will be granted seven additional work days of unpaid leave to attend the funeral or alternative to a funeral of the child, make arrangements necessitated by the death of the child, or grieve the death of the child.***
3. Immediate family is defined as: father, mother, sister, brother, spouse, domestic partner, and children. Biological, adopted, foster, legal wards, ***a child of a person standing in loco parentis***, or step family members are considered immediate family under this policy. In-laws are defined as: mother-in-law, father-in-law, brother-in-law, sister-in-law, son-in-law, and daughter-in-law.
4. Other relative is defined as: aunt, uncle, niece, nephew, or first cousin of the employee. Such relatives are regarded as members of the immediate family only if in residence in the employee's household at the time of death.
5. Bereavement leave benefits are not granted in the event of the death of a member of the employee's spouse's or domestic partner's family unless specifically stated. For example, grandparent refers to the grandparent of the employee. For purposes of application of bereavement leave, relationships existing due to marriage or domestic partnership will terminate upon the divorce or termination of domestic partnership of the relative through whom the marriage or domestic partnership relationship exists. Current marital status will be defined in accord with Illinois State Law.
6. The employee's supervisor may grant additional leave to an employee who cannot, because of special circumstances, return to work at the completion of the allowable bereavement leave days. An employee may choose to take such leave without pay or may use accrued vacation or sick leave time.

OLD BUSINESS

Chair Early reminded the Trustees to complete their self-evaluations and encouraged the Trustees to complete a Trustee in Residence program.

NEW BUSINESS

No new business reported.

NEXT MEETING

Chair Early called for a motion to adjourn the meeting of the Board at 12:30 p.m. All were in favor and none opposed.

The next Board meeting will be held June 8-9, 2017 on the WIU-Quad Cities Campus.

Cathy Early, Chair
Kerry McBride, Business Administrative Associate to the Board

klm