

Western Illinois University Board of Trustees
September 24, 2020

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WESTERN ILLINOIS UNIVERSITY

BOARD OF TRUSTEES

September 24, 2020

Western Illinois University
Macomb, Illinois

Agenda Topic	Action
<u>September 24, 2020 – Horrabin Hall 1</u>	
Motion to Convene to Open Session – 8:30 a.m.	
Roll Call	Action
Public Comments	
Review and approval of June 11-12, 2020 Board Open and Closed Session Meeting Minutes	Action
Chairperson’s Remarks Dr. Polly Radosh	
Interim President’s Remarks Dr. Martin Abraham	
Agenda Topic	Action
General Reports & Advisory Group Report and Comments	
Student Government Association - Daria Levchenko (Macomb), Marissa Kletke (Quad Cities)	
Faculty Senate Chair – Dr. Christopher Pynes	
Council of Administrative Personnel President - Justin Schuch	
Civil Service Employees Council President - Nicky Friedrichsen	
Report from the Assistant to the President for Governmental Relations - Jeanette Malafa	
Report from the Assistant to the President for Diversity and Inclusion - Dr. Sterling Saddler	

Finance

- Resolution No. 20.9/1 **Action**
FY 2021 All-Funds Budget
(Interim Associate Vice President of Budget and Finance Teresa Smith & Director of Sponsored Projects Shannon Sutton)
- Resolution No. 20.9/2 **Action**
FY 2022 Appropriated Operating Budget Recommendations
(Interim Associate Vice President of Budget and Finance Teresa Smith & Director of Sponsored Projects Shannon Sutton)
- Resolution No. 20.9/3 **Action**
FY 2022 Appropriated Capital Budget Recommendations
(Interim Associate Vice President of Budget and Finance Teresa Smith & Director of Sponsored Projects Shannon Sutton)
- Report No. 20.9/1
Purchases of \$100,000-\$499,999.99 Receiving Presidential Approval
(Interim Associate Vice President of Budget and Finance Teresa Smith & Director of Sponsored Projects Shannon Sutton)
- Resolution No. 20.9/4 **Action**
Purchases of \$500,000 and Over – Additive Manufacturing System
(Interim Associate Vice President of Budget and Finance Teresa Smith & Director of Sponsored Projects Shannon Sutton)
- Resolution No. 20.9/5 **Action**
Purchases of \$500,000 and Over – COVID 19 Test Kits
(Interim Associate Vice President of Budget and Finance Teresa Smith & Director of Sponsored Projects Shannon Sutton)
- Resolution No. 20.9/6 **Action**
Approved Depositories and Signatories
(Interim Associate Vice President of Budget and Finance Teresa Smith & Director of Sponsored Projects Shannon Sutton)

General Discussion and Action Items

- Resolution 20.9/7 **Action**
Revision of Board Regulations, V. Administrative
Affairs J. Mandatory Fees 3. Other Mandatory Fees – First Reading
(Interim President Dr. Martin Abraham)
- Resolution No, 20.9/8 **Action**
Utility Easements on Wigwam Hollow and near North Quad

- (General Counsel Elizabeth Duvall)
Report No. 20.9/2
Enrollment, Retention and Graduation Rate Information
(Interim Associate Vice President for Enrollment Management Gary Swegan)
- Report No, 20.9/3
Update on Higher Learning Commission Accreditation
(Associate Provost for Undergraduate and Graduate Studies Dr. Mark Mossman)
- Report No. 20.9/4
Update on Quad Cities Strategic Position
(Assistant Vice President Dr. Kristi Mindrup)
- Report No. 20.9/5
Annual Technology Strategic Plan & Update on ERP Implementation
(Executive Director of University Technology Rebecca Slater)
- Report No. 20.9/6
Report on Contributions
(Executive Officer of the Foundation Brad Bainter.)
- Report No. 20.9/7
Office of Sponsored Projects Annual Report
(Director of Sponsored Projects Shannon Sutton)
- Report No. 20.9/8
Facility Assessment Report
(Executive Director of Facilities Management Troy Rhoads)
- Report No. 20.9/9
Report on New Federal Title IX Regulations
(Director of Equal Opportunity & Access Stephanie Kincaid)
- Resolution No. 20.9/9 **Action**
Adoption of New Rules of Board Procedures – First Reading
(Chair Dr. Polly Radosh)
- Report No. 20.9/10
Revision to Academic Year 2020-2021 Academic Calendar
(Interim President Martin Abraham)
- Resolution No. 20.9/10 **Action**
Release of Closed Session Written Meeting Minutes and Audio Recordings
(General Counsel Elizabeth Duvall)

Vice-President Reports

Interim Provost and Academic Vice President – Billy Clow

Interim Vice President for Student Services - John Smith

Old Business

New Business

AGB Professional Conference

Next Meeting

December 17-18, 2020 – University Union Grand Ballroom

Adjourn

Action

- The meeting will be streamed live at <https://www.youtube.com/user/WesternIllinoisU>
- Public comments will be held to a total of 30 minutes. Comments will be limited to 3 minutes for those speaking and 500 words for those writing. Those who wish to speak will be placed in a Zoom waiting room. Those who wish to have your comments read, please email them to Jackie Miller at jm-veuleman@wiu.edu by 12:00 p.m. (noon) on Wednesday, September 23rd. To reserve your place in the queue, regardless of mode of communication, email Jackie Miller at jm-veuleman@wiu.edu.
- Board Trustees will meet via Zoom

WESTERN ILLINOIS UNIVERSITY BOARD OF TRUSTEES

September 24, 2020

Review and Approval of the Meeting Minutes of:
June 12, 2020

Minutes will be available for review at:

http://www.wiu.edu/board_of_trustees/minutes/index.php

WESTERN ILLINOIS UNIVERSITY
BOARD OF TRUSTEES

September 24, 2020

Approval of the Meeting Minutes of:
June 11, 2020

WESTERN ILLINOIS UNIVERSITY BOARD OF TRUSTEES

September 24, 2020

Resolution No. 20.9/1 FY2021 All-Funds Budget

Resolution:

WHEREAS Western Illinois University must prepare an annual all-funds budget for Appropriated Funds, University Income Funds, and All Other Funds for the Illinois Board of Higher Education, Illinois State Legislature and the Governor; and,

WHEREAS the *Fiscal Year 2021 All-Funds budget* requires Western Illinois University Board of Trustees approval prior to submission; and,

WHEREAS the *Fiscal Year 2021 All-Funds Budget* presented today advances the goals of the University's Strategic Plan, *Higher Values in Higher Education*, on both Western Illinois University campuses, and statewide strategic planning goals for higher education, as identified in IBHE's *Illinois Public Agenda for College and Career Success*; and,

WHEREAS the *Fiscal Year 2021 All-Funds Budget* presented today maintains Western Illinois University's public commitments to conservative fiscal management and public accountability to students, their families, and state taxpayers:

THEREFORE be it resolved that the Board of Trustees approves the Fiscal Year 2021 All-Funds Budget as presented in the *Fiscal Year 2021 All-Funds Budget* document and be it further resolved that the President be authorized to make technical adjustments in these budgets if necessary.

Fiscal Year 2021 All-Funds Budget

To ensure full budgetary disclosure within Illinois public universities, the Illinois Board of Higher Education requires each public university Board of Trustees to approve a budget for the upcoming fiscal year. The plan must include all sources of university funds categorized by State Appropriated Funds, University Income Funds, Auxiliary Services Funds, and All Other Non-Appropriated Funds. The budget approved by the Western Illinois University Board of Trustees is submitted to the Illinois Board of Higher Education, Illinois State Legislature, and the Governor.

The following table presents Western Illinois University's *Fiscal Year 2021 All-Funds Budget* to be approved by the Western Illinois University Board of Trustees. This budget is presented with a FY2021 state appropriation of \$49.6 million. This is the amount that was passed by the General Assembly as of May 24, 2020.

Western Illinois University Fiscal Year 2021 All-Funds Budget					
	State Appropriated	University Income	Auxiliary Facilities System	Other Non- Appropriated	Total
Personal Services	\$ 46,843,200	\$ 29,656,800	\$ 8,461,900	\$ 12,500,000	\$ 97,461,900
Medicare	800,000	400,000	120,600	150,000	1,470,600
Contractual Services	-	10,487,700	15,600,000	14,350,000	40,437,700
Travel	-	400,000	37,500	500,000	937,500
Commodities	-	1,577,500	300,000	2,100,000	3,977,500
Equipment	-	2,200,000	100,000	1,500,000	3,800,000
Awards/Grants & Matching Fund	-	11,450,000	1,300,000	25,000,000	37,750,000
Telecommunication Services	-	390,000	90,000	350,000	830,000
Operation of Automotive Equip.	-	150,000	70,000	500,000	720,000
Permanent Improvements	-	200,000	75,000	300,000	575,000
CMS Health Insurance	1,944,800	-	-	1,000,000	2,944,800
Other	-	-	10,000,000	250,000	10,250,000
Total FY2021 Operating Budget	\$ 49,588,000	\$ 56,912,000	\$ 36,155,000	\$ 58,500,000	\$ 201,155,000

Statewide budgeting for higher education follows a two-step process. Prior to the start of the fiscal year, the Western Illinois University Board of Trustees must approve a preliminary spending plan for the next fiscal year beginning July 1. Table 1 presents the *Western Illinois University Preliminary Spending Plan* for fiscal years 2019, 2020 and 2021. This plan was approved by Western Illinois University Board of Trustees in June (*Resolution No. 20.6/4*).

Table 2 presents the All-Funds Budget approved by the Western Illinois University Board of Trustees for Fiscal Years 2019, 2020, and 2021. Differences in values budgeted for the *Fiscal Year 2020 Preliminary Spending Plan* (Table 1) and the *Fiscal Year 2021 All-Funds Budget* (Table 2) are due to the following factors.

- The *Fiscal Year 2021 Preliminary Spending Plan*, approved by the Western Illinois University Board of Trustees in June 2020, was based on projected student enrollment. The *Fiscal Year 2021 All-Funds Budget*, presented today, is based on actual Fall 2020 enrollment.
- Western Illinois University bases institutional budgets on previous fiscal year expenditures. The *Fiscal Year 2021 Preliminary Spending Plan*, approved by the Western Illinois University Board of Trustees in June 2020, was based on estimated Fiscal Year 2020 expenditures. The *Fiscal Year 2021 All-Funds Budget*, presented today, is based on actual Fiscal Year 2020 expenditures.
- At the time of preparing the Fiscal Year 2021 Preliminary Spending Plan to the Western Illinois University Board of Trustees, the State's Fiscal Year 2021 Appropriated Funds Budget had not been enacted. The University's Fiscal Year 2021 All-Funds Budget includes the Fiscal Year 2021 Appropriated Funds Budget signed into law by the Governor.

Fiscal Year 2021 Spending Priorities

Following a fiscally conservative model, Western Illinois University's annual budget preparation process uses the previous year's budget and Strategic Plan priority and resource allocation decisions as base. This practice successfully supports advancement of the *University Mission Statement* and attainment of institutional goals and priorities stated in *Higher Values in Higher Education*.

As guided by *Higher Values in Higher Education*, funds will be applied to the University's highest priorities, including increasing faculty and staff salaries to meet and exceed the average of peer institutions, support for academic programs, deferred maintenance, student recruitment, marketing and support for student scholarships and retention efforts.

Pending Board approval, the University will continue to aggressively pursue Strategic Plan priorities. Personal services, Medicare, and CMS health insurance expenditures totaling \$101.9 million represent 50.7 percent of the University's Fiscal Year 2021 planned all-funds budget expenditures, followed by items supporting the academic mission of the University: contractual services (primarily utilities and food service), awards and grants (student financial aid), and commodities.

Integrated Planning, Budgeting, and Accountability Reporting Processes

Because Western Illinois University engages in integrated planning, budgeting, and accountability reporting processes, the *Fiscal Year 2021 All-Funds Budget* report should be read in conjunction with The *Fiscal Year 2022 Appropriated Operating and Capital Budget Recommendations* to the Illinois Board of Higher Education identifying how funding will create sustainability for instructional, research, and service activities that directly contribute to Illinois' knowledge-based economy through successful implementation of *Higher Values in Education*.

Table 1
Western Illinois University
Fiscal Year 2019 Through FY2021 Preliminary Spending Plan

	State Appropriated	University Income	Auxiliary Facilities System	Other Non- Appropriated	Total
Fiscal Year 2019					
Personal Services	\$ 44,681,900	\$ 47,318,100	\$ 12,800,000	\$ 13,000,000	\$ 117,800,000
Medicare	800,000	600,000	200,000	150,000	1,750,000
Contractual Services	-	9,600,000	18,000,000	14,350,000	41,950,000
Travel	-	400,000	75,000	500,000	975,000
Commodities	-	1,500,000	400,000	2,100,000	4,000,000
Equipment	-	2,000,000	300,000	1,500,000	3,800,000
Awards & Grants and Matching Funds	-	8,000,000	1,400,000	25,000,000	34,400,000
Telecommunication Services	-	400,000	100,000	350,000	850,000
Operation of Automotive Equipment	-	250,000	125,000	500,000	875,000
Permanent Improvements	-	250,000	200,000	300,000	750,000
CMS Health Insurance	1,744,800	-	200,000	1,000,000	2,944,800
Other	-	-	14,000,000	250,000	14,250,000
Total FY2019 Operating Budget	<u>\$ 47,226,700</u>	<u>\$ 70,318,100</u>	<u>\$ 47,800,000</u>	<u>\$ 59,000,000</u>	<u>\$ 224,344,800</u>
Fiscal Year 2020					
Personal Services	\$ 47,043,200	\$ 35,956,800	\$ 10,000,000	\$ 12,500,000	\$ 105,500,000
Medicare	800,000	600,000	200,000	150,000	1,750,000
Contractual Services	-	9,600,000	17,000,000	14,350,000	40,950,000
Travel	-	400,000	50,000	500,000	950,000
Commodities	-	1,500,000	350,000	2,100,000	3,950,000
Equipment	-	2,000,000	150,000	1,500,000	3,650,000
Awards & Grants and Matching Funds	-	9,500,000	1,300,000	25,000,000	35,800,000
Telecommunication Services	-	400,000	100,000	350,000	850,000
Operation of Automotive Equipment	-	200,000	100,000	500,000	800,000
Permanent Improvements	-	200,000	100,000	300,000	600,000
CMS Health Insurance	1,744,800	-	200,000	1,000,000	2,944,800
Other	-	-	11,150,000	250,000	11,400,000
Total FY2020 Operating Budget	<u>\$ 49,588,000</u>	<u>\$ 60,356,800</u>	<u>\$ 40,700,000</u>	<u>\$ 58,500,000</u>	<u>\$ 209,144,800</u>
Fiscal Year 2021					
Personal Services	\$ 46,843,200	\$ 32,156,800	\$ 10,000,000	\$ 12,500,000	\$ 101,500,000
Medicare	800,000	400,000	200,000	150,000	1,550,000
Contractual Services	-	9,500,000	17,000,000	14,350,000	40,850,000
Travel	-	400,000	50,000	500,000	950,000
Commodities	-	1,500,000	350,000	2,100,000	3,950,000
Equipment	-	2,000,000	150,000	1,500,000	3,650,000
Awards & Grants and Matching Funds	-	10,500,000	1,300,000	25,000,000	36,800,000
Telecommunication Services	-	400,000	100,000	350,000	850,000
Operation of Automotive Equipment	-	200,000	100,000	500,000	800,000
Permanent Improvements	-	200,000	100,000	300,000	600,000
CMS Health Insurance	1,944,800	-	-	1,000,000	2,944,800
Other	-	-	11,150,000	250,000	11,400,000
Total FY2021 Operating Budget	<u>\$ 49,588,000</u>	<u>\$ 57,256,800</u>	<u>\$ 40,500,000</u>	<u>\$ 58,500,000</u>	<u>\$ 205,844,800</u>

Table 2
Western Illinois University
Fiscal Year 2019 Through 2021 All-Funds Budget

	State Appropriated Funds	University Income Funds	Auxiliary Facilities System Funds	Other Non- Appropriated Funds	Total
Fiscal Year 2019					
Personal Services	\$ 44,681,900	\$ 51,818,100	\$ 12,800,000	\$ 14,000,000	\$ 123,300,000
Medicare	800,000	700,000	200,000	160,000	1,860,000
Contractual Services	-	11,150,000	18,000,000	14,500,000	43,650,000
Travel	-	450,000	75,000	600,000	1,125,000
Commodities	-	1,550,000	400,000	2,200,000	4,150,000
Equipment	-	2,500,000	300,000	1,000,000	3,800,000
Awards & Grants and Matching Funds	-	7,900,000	1,400,000	24,290,000	33,590,000
Telecommunication Services	-	400,000	100,000	500,000	1,000,000
Operation of Automotive Equipment	-	200,000	125,000	500,000	825,000
Permanent Improvements	-	105,200	200,000	500,000	805,200
CMS Health Insurance	1,744,800	-	200,000	1,000,000	2,944,800
Other	-	-	14,000,000	250,000	14,250,000
Total FY2019 Operating Budget	\$ 47,226,700	\$ 76,773,300	\$ 47,800,000	\$ 59,500,000	\$ 231,300,000
Fiscal Year 2020					
Personal Services	\$ 47,043,200	\$ 33,956,800	\$ 10,000,000	\$ 14,500,000	\$ 105,500,000
Medicare	800,000	700,000	200,000	200,000	1,900,000
Contractual Services	-	9,900,200	17,000,000	14,500,000	41,400,200
Travel	-	400,000	50,000	600,000	1,050,000
Commodities	-	990,000	350,000	2,200,000	3,540,000
Equipment	-	1,900,000	150,000	2,500,000	4,550,000
Awards & Grants and Matching Funds	-	10,450,000	1,300,000	24,000,000	35,750,000
Telecommunication Services	-	390,000	100,000	500,000	990,000
Operation of Automotive Equipment	-	150,000	100,000	600,000	850,000
Permanent Improvements	-	75,000	100,000	500,000	675,000
CMS Health Insurance	1,744,800	-	200,000	1,100,000	3,044,800
Other	-	-	11,150,000	200,000	11,350,000
Total FY2020 Operating Budget	\$ 49,588,000	\$ 58,912,000	\$ 40,700,000	\$ 61,400,000	\$ 210,600,000
Fiscal Year 2021					
Personal Services	\$ 46,843,200	\$ 29,656,800	\$ 8,461,900	\$ 12,500,000	\$ 97,461,900
Medicare	800,000	400,000	120,600	150,000	1,470,600
Contractual Services	-	10,487,700	15,600,000	14,350,000	40,437,700
Travel	-	400,000	37,500	500,000	937,500
Commodities	-	1,577,500	300,000	2,100,000	3,977,500
Equipment	-	2,200,000	100,000	1,500,000	3,800,000
Awards & Grants and Matching Funds	-	11,450,000	1,300,000	25,000,000	37,750,000
Telecommunication Services	-	390,000	90,000	350,000	830,000
Operation of Automotive Equipment	-	150,000	70,000	500,000	720,000
Permanent Improvements	-	200,000	75,000	300,000	575,000
CMS Health Insurance	1,944,800	-	-	1,000,000	2,944,800
Other	-	-	10,000,000	250,000	10,250,000
Total FY2021 Operating Budget	\$ 49,588,000	\$ 56,912,000	\$ 36,155,000	\$ 58,500,000	\$ 201,155,000

WESTERN ILLINOIS UNIVERSITY
BOARD OF TRUSTEES

September 24, 2020

Resolution No. 20.9/2 FY2022 Appropriated Operating Budget
Recommendations

Resolution:

WHEREAS Western Illinois University prepares annual appropriated operating recommendations for the Illinois Board of Higher Education, Illinois State Legislature and the Governor; and,

WHEREAS fiscal year 2022 appropriated operating budget recommendations require Western Illinois University Board of Trustees approval prior to submission; and,

WHEREAS the *Fiscal Year 2022 Appropriated Operating Budget Recommendations* presented today advance the goals of the University's Strategic Plan, *Higher Values in Higher Education*, on both Western Illinois University campuses, and the Illinois Board of Higher Education's statewide strategic plan for higher education, *IBHE 2012, A Strategic Plan for the Illinois Board of Higher Education*;

THEREFORE be it resolved that the Board of Trustees approves the fiscal year 2022 appropriated operating budget recommendations as presented in the *Fiscal Year 2022 Appropriated Operating Budget Recommendations* and be it further resolved that the President be authorized to make technical adjustments in the operating budget recommendations if necessary.

Fiscal Year 2022 Appropriated Operating Budget Recommendations
Western Illinois University

Western Illinois University begins fiscal year 2021 with a \$106.5 million base appropriation budget (46.6 percent from general revenue and 53.4 percent from income fund). The University recommends a \$17.9 million general revenue increase in funding for fiscal year 2022 operations.

Through meaningful state support, internal reallocations, and successful implementation of the University's Strategic Plan, *Higher Values in Higher Education*, Western Illinois University continues to advance the four goals of The Illinois Board of Higher Education's *IBHE 2012, A Strategic Plan for the Illinois Board of Higher Education*;

Goal One: Increase educational attainment to match best-performing states.

Goal Two: Ensure college affordability for students, families, and taxpayers.

Goal Three: Increase the number of high-quality post-secondary credentials to meet the demands of the economy and an increasingly global society.

Goal Four: Better integrate Illinois' educational, research, and innovation assets to meet economic needs of the state and its regions.

Illinois Board of Higher Education guidelines divide operating recommendations into two categories: salary and cost increases and support for program priorities. Salary and cost increases represent 13.4 percent of the University's budget increase recommendation. This includes funding for salary increases, related Social Security contributions, and other inflationary increases associated with University operations (utilities, library materials, and all other institutional operations). The remaining 86.6 percent of the University's recommendation supports programs identified in *Higher Values in Higher Education*.

Western Illinois University			
Fiscal Year 2022 Appropriated Funds Operating Budget Request			
	Dollar Increase	Percent Increase	Priority
Salary and Cost Increases			
Salaries	\$1,405,500	1.84%	
Other General Costs	<u>1,000,000</u>	3.64%	
Total Salary and Cost Increases	\$2,405,500	2.26%	
Program Priorities			
Enrollment, Retention and Student Success Initiatives	1,000,000		1
Student Financial Aid	4,000,000		2
Expanded and New Academic Program Faculty Support	1,600,000		3
QC Student Services	1,100,000		4
STEM, Regional, and High Demand Program Investment	1,000,000		5
Permanent Improvements and Campus Infrastructure Enhancements	5,000,000		6
Restoration of Budget Reduction	<u>1,800,000</u>		7
Total Program Priorities	\$15,500,000		
Total All Increases	\$17,905,500		

Salary Increases for Faculty and Staff. As stated in *Higher Values in Higher Education*, Western Illinois University’s highest priority is to increase faculty and staff salaries to meet and exceed the mean of peer institutions. The \$1.4 million request for salary increases is 58.4 percent of the University’s salary and cost increase recommendation. Salary erosion is a critical issue facing Western Illinois University. The ability to recruit and retain high achieving and diverse faculty and staff is directly related to ensuring educational quality. Our employees have sacrificed a great deal in the last five years with salary reductions and furloughs. Our request attempts to rebuild the salary erosion and ensure competitiveness.

Support for Program Priorities. Western Illinois University is seeking \$15.5 million in funding for program priorities identified in *Higher Values in Higher Education*. These include:

- **Enrollment, Retention and Student Success Initiatives (\$1,000,000)** to support staffing needs and program initiatives to further our goals of retaining and graduating students, to enhance the student experience at our University, and to help students achieve success academically and after graduation.
- **Student Financial Aid (\$4,000,000)** to support access and affordability to higher education.
- **Expanded and New Academic Program Faculty Support (\$1,600,000)** provides funding for faculty positions needed to support expanded and new academic programs.
- **Quad Cities Student Services Facility (\$1,100,000)** provides support for facilities improvements and staffing needs for student service related areas on the Quad Cities campus.
- **STEM, Regional, and High Demand Program (\$1,000,000)** provides additional support for needed faculty, staff, and equipment and facilities improvements for these programs.

- **Permanent improvements and campus infrastructure enhancements (\$5,000,000)** to reduce the deferred maintenance backlog of over \$500 million.
- **Restoration of budget reductions (\$1,800,000)** to restore important positions, reestablish technology and academic initiatives and to support general operating increases.

The requested \$15.5 million will help restore Western Illinois University's status as a state-supported institution of higher education. Between fiscal years 2002 and 2020, state general revenue support for the University decreased by \$15.5 million or 23.7 percent. The reduction amount equates to more than \$50 million after adjusting to account for inflation using the Higher Education Price Index. During this same time period, unfunded cost increases have been incurred for utilities, Illinois Veterans Grants, CMS health insurance and other unfunded budget items.

The effect is that tuition costs (University Income Fund) associated with vital functions of higher education are being shifted from a shared statewide priority to the responsibility of students and their families.

Changes from Fiscal Year 2021 Operating Recommendation Request

Consistent with the University’s Strategic Plan, salary increases are the University’s highest priority. Cost increases for utilities, library material and other operating expenses are also important. Western Illinois University has not received funding for increased costs in over 19 years.

Western Illinois University is also requesting \$15.5 million in state funding to support its Strategic Plan, Higher Values in Higher Education. Funds to support enrollment and retention, student financial aid, academic offerings, student services in the Quad Cities, STEM, regional and high demand programs, permanent improvements and campus infrastructure, and the restoral of budget reductions will improve economic development, educational partnerships, access, diversity, affordability, productivity, and accountability in Illinois public higher education.

Changes from Fiscal Year 2021 Operating Increase Recommendation				
(Dollars in Thousands)				
	Fiscal Year		Difference	
	<u>2021</u>	<u>2022</u>	<u>Amount</u>	<u>Percent</u>
Total Recommended Increase	<u>\$18,255.0</u>	<u>\$17,905.5</u>	<u>(\$349.5)</u>	-1.91%
Salary and Cost Increases	<u>\$2,250.0</u>	<u>\$2,405.5</u>	<u>\$155.5</u>	6.91%
Salary Increases	1,250.0	1,405.5	155.5	
Cost Increases				
Other General Materials	\$1,000.0	\$1,000.0	-	
Program Priorities	<u>\$16,005.0</u>	<u>\$15,500.0</u>	<u>(\$505.0)</u>	-3.16%
Enrollment, Retention and Student Success Initiatives	\$1,000.0	\$1,000.0	-	
Student Financial Aid	\$2,500.0	\$4,000.0	1,500.00	
Expanded and New Academic Program Faculty Support	\$2,076.7	\$1,600.0	(476.74)	
QC Student Services	\$1,100.0	\$1,100.0	-	
STEM, Regional, High Demand Program Investment	\$600.0	\$1,000.0	400.00	
Permanent Improvements and Campus Infrastructure Enhancements	\$5,000.0	\$5,000.0	-	
Restoration of Budget Reduction	\$3,728.2	\$1,800.0	(1,928.22)	

**Western Illinois University’s Fiscal Year 2022 Operating Recommendations
To the Illinois Board of Higher Education**

Western Illinois University’s fiscal year 2022 operating budget request will be submitted to the Illinois Board of Higher Education October 14, 2020, pending board approval.

**FY2022 OPERATIONS AND GRANTS
DETAIL OF RESOURCES REQUESTED FOR NEW PROGRAMS
AND PROGRAM PRIORITIES**

NAME OF INSTITUTION: Western Illinois University

TITLE OF REQUEST: Faculty and Staff Salaries

AMOUNT REQUESTED: \$1,405,500

SOURCE OF FUNDS REQUESTED: Appropriated Funds

BRIEF DESCRIPTION OF REQUEST:

Higher Values in Higher Education, Western Illinois University's Strategic Plan, displays the University's goals, priorities, and contributions to the statewide strategic plan for higher education, *The Illinois Public Agenda for College and Career Success*. Consistent with these plans, Western Illinois University seeks funding for our highest institutional priority: meeting and exceeding average faculty and staff salaries at peer institutions.

At the core of any great university and system of higher education is a dedicated, diverse, and high-achieving employee base. Implementation and the ultimate success of the goals and priorities of *Higher Values in Higher Education* and the *Illinois Public Agenda for College and Career Success* are the direct responsibility of Western Illinois University's faculty and staff. Compensation is a critical element to the recruitment and retention of a university community dedicated to economic development, educational partnerships, access and diversity, quality, productivity, and accountability.

Recruiting and retaining high-achieving and diverse faculty and staff are directly related to improving the quality of academic and co-curricular programs and services. Such actions in the competitive job market necessitate faculty and staff salaries that meet and exceed the mean of peer institutions.

JUSTIFICATION FOR BUDGET REQUEST:

Illinois' strengths include its diverse economy, rich natural resources, strategic location, and well-trained workforce. Illinois owes much of its economic success and stability to the strong system of higher education. Continued prosperity is contingent upon statewide partnerships committed to investment in fair, equitable, market value faculty and staff salaries. The resources requested in this partnership proposal will be combined with other University funds to advance the highest priority actions in *Higher Values in Higher Education* which will help provide faculty and staff salaries that meet and exceed the mean of peer institutions.

FY2022 OPERATIONS AND GRANTS

DETAIL OF RESOURCES REQUESTED FOR NEW PROGRAMS AND PROGRAM PRIORITIES

NAME OF INSTITUTION: Western Illinois University

TITLE OF REQUEST: Enrollment, Retention and Student Success Initiatives

AMOUNT REQUESTED: \$1,000,000

SOURCE OF FUNDS REQUESTED: Appropriated Funds

BRIEF DESCRIPTION OF REQUEST:

Higher Values in Higher Education, Western Illinois University's Strategic Plan, outlines the goals in areas of student recruitment, student health and wellness, student retention and graduation, and student preparation. To help further these efforts, funds are being requested to support staffing and operating needs related to admissions, student counseling, student academic advising, financial aid services and career services. The number of budgeted positions critical to supporting these areas has declined by more than 35 percent due to the lack of funding. These positions include Academic Advisors, University Counselors, Financial Aid staff, and Career Development staff, all of which are critical to the mental well-being and academic success of our students. While the number of Admissions Counselors has not changed during this time period, there has been no financial ability to increase the number of positions dedicated to recruitment.

JUSTIFICATION FOR BUDGET REQUEST:

The University is committed to ensuring our students have adequate services to support them academically, mentally, and professionally to not only increase retention, but more importantly, to commit to their future success. Funds will be used to restore Academic Advisor, Counselor, Financial Aid, and Career Development positions to provide superior services to our students and enhance the retention and success of our students. Further, the University has made increasing enrollment efforts a top priority. Funds will also be used to increase Admission recruitment positions.

**FY2022 OPERATIONS AND GRANTS
DETAIL OF RESOURCES REQUESTED FOR NEW PROGRAMS
AND PROGRAM PRIORITIES**

NAME OF INSTITUTION: Western Illinois University

TITLE OF REQUEST: Student Financial Aid

AMOUNT REQUESTED: \$4,000,000

SOURCE OF FUNDS REQUESTED: Appropriated Funds

BRIEF DESCRIPTION OF REQUEST:

Higher Values in Higher Education, Western Illinois University's Strategic Plan, states:

“Western Illinois University also emphasizes affordability because a college education is essential in today’s global and highly technological community. We firmly believe that higher education, and the benefits that it accords, is an investment, and that no student should be denied a college education because of financial need. We provide access and affordability to a high-quality educational experience that is responsive to student needs and circumstances.”

Funds are being requested to provide students with financial aid opportunities to support access and affordability to higher education. Over the past several years, Federal and State grant funding has remained fairly constant, while institutional financial aid has increased and at the same time family contributions toward education have declined due to the economy. The result has created a substantial increase in need for financial assistance and has forced needy students to borrow at high levels utilizing federal student loans. Even with higher levels of borrowing, a majority have insufficient funds to pay their college expenses. Providing new and enhanced strategies for reducing the amount of student indebtedness upon graduation is consistent with University’s Strategic Plan, *Higher Values in Higher Education*, and statewide strategic planning goals for higher education, identified in The Illinois Board of Higher Education’s *Illinois Public Agenda for College and Career Success*.

JUSTIFICATION FOR BUDGET REQUEST:

The University is making a strong commitment to ensure that no Illinois citizen is denied access to higher education because of financial need. Funding will be used to provide scholarship funds to high-need, academically talented students to help reduce student indebtedness upon graduation.

FY2022 OPERATIONS AND GRANTS

**DETAIL OF RESOURCES REQUESTED FOR NEW PROGRAMS
AND PROGRAM PRIORITIES**

NAME OF INSTITUTION: Western Illinois University

TITLE OF REQUEST: Expanded and New Academic Program Faculty Support

AMOUNT REQUESTED: \$1,600,000

SOURCE OF FUNDS REQUESTED: Appropriated Funds

BRIEF DESCRIPTION OF REQUEST:

Our first goal in *Higher Values in Higher Education 2017-2027* is to “ENRICH ACADEMIC EXCELLENCE.” As such, Western Illinois University will continue to recruit, retain, and support high-achieving, diverse world-class faculty and staff members that are second to none. The success of the university is defined by its faculty and staff who engage and transform the lives of their students through their instruction in the classroom; who contribute to our society’s larger pursuit of knowledge and truth through their research and creative activities; and who articulate the vision, mission, and values of our institution through their daily service on committees, councils, working groups, and larger community commitments.

In order to remain at the cutting edge of higher education and to continue to provide to our students all of the opportunities a successful higher education experience creates, we must reinvest in programs where the need is great and where we find the foundations in place to grow our institution. Funds are requested to support current programmatic needs necessary to deliver the top tier education our students deserve. Transformative education is fueled by exceptional faculty who bring expertise into the classroom, labs, and studios, and into our communities. This request will enable us to hire those faculty and to deliver that special expertise to the students of Western Illinois University.

JUSTIFICATION FOR BUDGET REQUEST:

It is imperative that we provide support to our signature and growth programs as we stabilize and take higher education for the western region of Illinois to the next level of excellence. We provide a truly transformational higher education for a diverse group of constituents who are the future of our great state. First generation students are our bedrock. We are committed to excellence for our students, who deserve nothing short of the best. Put simply, in order to deliver meaningful academic programs to our students we require an increase in our personnel—we need to hire faculty for our expanded and new academic programs.

**FY2022 OPERATIONS AND GRANTS
DETAIL OF RESOURCES REQUESTED FOR NEW PROGRAMS
AND PROGRAM PRIORITIES**

NAME OF INSTITUTION: Western Illinois University

TITLE OF REQUEST: Quad Cities Student Services

AMOUNT REQUESTED: \$1,100,000

SOURCE OF FUNDS REQUESTED: Appropriated Funds

BRIEF DESCRIPTION OF REQUEST:

The current Western Illinois University-Quad Cities campus opened in 2012 as a commuter campus serving juniors, seniors, and graduate students. The campus has transitioned over the last nine years, based on community demand and employer need, to serve freshmen through doctoral students with over 40 programs of study and a privately-owned apartment complex and corporate headquarters of a credit union located next to the campus.

As a publicly available facility, funds will be used to create and operate critical amenities needed (e.g., internship and career center, bookstore, food service) to support campus growth, community service, economic development, and institutional operations. Western Illinois University received state capital funding to construct and open new Quad Cities facilities in 2012 and 2014, but has not received funding to operate and maintain these facilities during a period of significantly reduced state appropriations.

JUSTIFICATION FOR BUDGET REQUEST:

Illinois public universities are catalysts of community and economic development. Western Illinois University is committed to advancing statewide and the Quad Cities Chamber of Commerce's top priorities of recruiting and retaining top talent to grow the statewide economy and lowering out-of-state migration rates. Only New Jersey exports more students to out-of-state colleges and universities. Located on the immediate border of Iowa and with seven colleges and universities within 45 minutes, it is imperative that Western Illinois University-Quad Cities have amenities that serve community members, attract students, help them persist to degree, and remain in the region after graduation.

Western Illinois University positions the bi-state Quad Cities area as a destination for quality, applied academic programs that meet the region's workforce demands through emphasis on practical, hands on experiences, research, workforce preparation, and future employment, all centered on a commitment to promote diversity, equity, and inclusion.

With support from the State of Illinois, the WIU Quad Cities campus will be positioned to expand student success services through career development programming and by forging innovative, strategic connections between WIU students and employers throughout the region. WIU will also expand opportunities for student experiences that promote student access, inclusive campus

culture, social connectedness, and applied learning and research experiences on campus and as contributing members of our workforce and community.

The State's investment in Western Illinois University-Quad Cities growth will have immediate return on investment to state taxpayers. Over 90 percent of WIU-QC graduates stay in the Quad Cities region upon graduation. The Quad Cities region is home to over 150 employers on Forbes Fortune 1000 lists and the Rock Island Arsenal, a major military installation. The region has experienced a 5.2 percent increase in economic strength over the past five years, including \$1.5 billion in capital investment and the creation of 4,500 new jobs. New initiatives started as a result of this funding will be available to both WIU students and the community at large.

**FY2022 OPERATIONS AND GRANTS
DETAIL OF RESOURCES REQUESTED FOR NEW PROGRAMS
AND PROGRAM PRIORITIES**

NAME OF INSTITUTION: Western Illinois University

TITLE OF REQUEST: STEM, Regional, and High Demand Degree Programs

AMOUNT REQUESTED: \$1,000,000

SOURCE OF FUNDS REQUESTED: Appropriated Funds

BRIEF DESCRIPTION OF REQUEST:

To address the projected workforce needs of 1 million additional STEM graduates by 2022, to also address the needs for graduates that would serve our region, and to enhance our other high demand degree programs, Western Illinois University is increasing our investment in these areas of study. This investment moves us towards realizing the vision of a highly diverse, creative, and adequate STEM, Regional, and high demand workforce. These areas are vital to the transformation and future as a country, the future of our region, and the future of our students' success. Likewise, the United States Department of Labor and the United States Department of Commerce continue to indicate that the demands in these areas are growing at high rate.

The Cyber Security program, housed in the School of Computer Sciences, prepares students to help fill a widening shortfall of cyber security professionals (est. 1.8 million+ by 2022). The program provides opportunities for undergraduate research in numerous methods of digital asset protection, such as real-time media encryption, cloud security, IoT Security, etc. Short-term goals include seeking designation as a National Security Agency Center of Academic Excellence in Cyber Defense Education, creating an online cyber security center for community outreach and dissemination, and seeking funding for the many related objectives of the program. Long-term goals include offering multiple tracks within the cyber security degree program, becoming a significant regional cyber security research center, and furthering the University's military-friendly image by helping train military affiliated candidates to support and defend the nation against cyber security threats.

Investment in the Emergency Operation Center (EOC) will assist in our ability to provide the technology needed to offer training in Web EOC, GIS, drone surveillance, crime mapping, and disaster programming, assistance, and analysis. These technologies are vital in our educating future professionals in predicting, responding to, and recovering from all forms of ever-growing emergencies and disasters. Not only do these resources promote skills necessary to prepare our graduates for careers in public safety, criminal justice, emergency management, and private security activities, they are also vital in securing continuity of services in times of need. Further, these resources afford us the ability to provide ongoing assistance to professionals in the region and state. Specifically, we have used these skills to support search and rescue operations, to aid first responders during floods, fires, and tornadoes, and to assist local Regional Offices of Education and medical facilities for planning and preparing for this pandemic.

The convergence of disciplines and the cross-collaboration that characterizes contemporary STEM

programs, regional program needs and other high demand programs have made collaboration a centerpiece of our current efforts.

JUSTIFICATION FOR BUDGET REQUEST:

Funds will be used to:

- ensure appropriate facilities for engineering labs by renovating existing space, planning future space, identifying equipment operating needs, and identifying off-campus lab opportunities.
- fund operations and purchases of essential software and laboratory equipment to support instruction and to comply with external accreditation requirements and recommendations.
- promote growth in STEM programs, especially engineering and engineering technology, to meet the labor needs of industrial partners.
- update and improve access to existing research facilities in order to support research that can address the challenges of the 21st century.
- enable academic departments, disciplinary and cross-disciplinary units, to create or enhance facilities through the addition or augmentation of technology and cyberinfrastructure, to create environments that enhance research and integrate interdisciplinary research.
- to improve teaching effectiveness and student engagement.

The funds will also be used to provide salaries for additional full-time faculty, and support staff to accommodate the increasing numbers of students in these areas as well as provide for the necessary facilities and equipment improvements.

**FY2022 OPERATIONS AND GRANTS
DETAIL OF RESOURCES REQUESTED FOR NEW PROGRAMS
AND PROGRAM PRIORITIES**

NAME OF INSTITUTION: Western Illinois University

TITLE OF REQUEST: Permanent Improvements and Campus Infrastructure Enhancements

AMOUNT REQUESTED: \$5,000,000

SOURCE OF FUNDS REQUESTED: Appropriated Funds

BRIEF DESCRIPTION OF REQUEST:

Higher Values in Higher Education, Western Illinois University's Strategic Plan, states:

“Provide safe, accessible, responsible campus environments that meet the needs of University constituencies and reflect the core values of the University.”

Providing a safe, accessible, and responsive campus environment conducive to learning is crucial in a community of learners. The University estimates a total appropriated deferred maintenance backlog over \$500 million. This large backlog of projects is negatively impacting the campus learning environment.

In addition to funds requested for deferred maintenance needs, capital renewal funds are used to address deferred maintenance priorities on campuses. Between fiscal years 2004 and 2020 Western Illinois University has received only \$3.6 million compared to the over \$20 million requested. This has resulted in lost funds that would have been used to address elevator maintenance, utility infrastructure repairs, and other critical needs on campus. Because of the lack of funding to support the upkeep of the University's facilities, deferred maintenance has reached a critical point on campus. In fiscal year 2019, the University received \$9.5 million for emergency deferred maintenance for water piping, critical roofs, and chiller needs. It is much more cost effective to maintain items such as these regularly rather than on an emergency-basis.

JUSTIFICATION FOR BUDGET REQUEST:

The University is making a strong commitment toward improving the campus physical environment. A reduction in the deferred maintenance liability is viewed as integral to achieving that objective. Funds will be utilized for classroom modernization; improving HVAC and building energy management controls; enhancing electrical and plumbing distribution systems; and renovating campus sidewalks, drives, and exterior stairs.

**FY2022 OPERATIONS AND GRANTS
DETAIL OF RESOURCES REQUESTED FOR NEW PROGRAMS
AND PROGRAM PRIORITIES**

NAME OF INSTITUTION: Western Illinois University

TITLE OF REQUEST: Restoration of Budget Reductions

AMOUNT REQUESTED: \$1,800,000

SOURCE OF FUNDS REQUESTED: Appropriated Funds

BRIEF DESCRIPTION OF REQUEST:

Higher Values in Higher Education, Western Illinois University's Strategic Plan, outlines the goals in areas of affordability, student recruitment, employee recruitment, and quality academic programs. The necessary funding from state appropriations and student contributions supports our strategic plan. As the financial support for public higher education in the state of Illinois has continued to erode, the challenges surrounding our goals continue to increase. It is necessary and prudent for the citizens of Illinois to support public higher education with adequate financial support to ensure a well-educated citizenry.

JUSTIFICATION FOR BUDGET REQUEST:

Since fiscal year 2002, Western Illinois University has experienced declining State support. During that time, the appropriation from Illinois has decreased from \$64.3 million to \$49.6 million. In fiscal year 2016, the university received only 29 percent of a typical appropriation. This drastic swing in support caused the University to make the very difficult but necessary decisions that have affected our current and former employees. The continued erosion of state support causes further pressure on student tuition and other revenue sources. The fiscal year 2021 state budget of \$49.6 million is a 7 percent increase over fiscal year 2018, but is still below the fiscal year 2015 level of \$51.4 million. The requested amount represents a restoration to the fiscal year 2015 level.

Western Illinois University has nearly a \$600 million economic impact on the state of Illinois. In our 16 county service region we provide quality jobs, we support the local economies; we educate students from all backgrounds and provide much of the intellectual capital for Western Illinois.

WESTERN ILLINOIS UNIVERSITY BOARD OF TRUSTEES

September 24, 2020

Resolution No. 20.9/3 FY2022 Appropriated Capital Budget Recommendations

Resolution:

WHEREAS Western Illinois University must prepare annual appropriated capital budget recommendations for the Illinois Board of Higher Education, Illinois State Legislature, and the Governor; and,

WHEREAS Western Illinois University's Fiscal Year 2022 budget recommendations advance institutional progress and sustainability for the University's Strategic Plan, *Higher Values in Higher Education*, Campus Master Plans on the Macomb and Quad Cities campuses, and the Illinois Board of Higher Education's statewide strategic plan for higher education, *IBHE 2012, A Strategic Plan for the Illinois Board of Higher Education*; and,

WHEREAS the Fiscal Year 2022 Appropriated Capital Budget Recommendations require Western Illinois University Board of Trustees approval prior to submission:

THEREFORE be it resolved that the Board of Trustees approves the Fiscal Year 2022 Appropriated Capital Budget Recommendations as presented in the *Fiscal Year 2022 Appropriated Capital Budget Recommendations* document, and be it further resolved that the President be authorized to make technical adjustments in the capital budget recommendations if necessary.

Fiscal Year 2022 Capital Budget Recommendations
Western Illinois University

Western Illinois University recommends \$335.7 million for capital projects to support high-quality academic programs, co-curricular services, and regional economic development for fiscal year 2022. All of the requested funds will support new construction on the Macomb and Moline campuses to address highly needed space for premier academic programs. A total of \$23.9 million in capital renewal funds is also requested to support critical deferred maintenance needs.

Background

Composition of the Recommendation

Western Illinois University operates two distinct campuses, and each has unique capital priorities and needs. The University has prioritized the overall needs of the University into the recommendation below.

Western Illinois University			
Fiscal Year 2022 Capital Recommendation			
(Dollars in Thousands)			
<u>Priority</u>	<u>Description</u>	<u>Project Type</u>	<u>Requested Amount</u>
1	WIU - Macomb Science Phase II	Renovation	\$65,000
2	WIU - Macomb Stipes Hall	Renovation	\$52,000
3	WIU - Macomb Education Building	New Construction	\$89,000
4	WIU - QC Phase Three	New Construction	\$41,300
5	WIU - Macomb Malpass Library	Renovation	\$88,400
Total Recommendation			\$335,700

A summary statement documenting need for these projects is displayed below. Additional, detailed information on the scope, design, and costs of each project begins on page three of this report.

Priority 1: Western Illinois University-Macomb Science Building Phase II Phase II will continue with the improvements to the science programs at WIU by renovating an existing building. Waggoner Hall will be considered for renovations to improve the overall science facilities.

Priority 2: Western Illinois University-Macomb Stipes Hall Renovation Stipes Hall was constructed in 1968 and has had no major renovations or updates. The University through the Macomb Facilities Master Plan update and Strategic Building Renovation Matrix has identified the building as a priority for renovation. The building is a high profile, heavily used part of the academic programs on campus and it also has a high deferred maintenance backlog.

Priority 3: Western Illinois University-Macomb Education Building Horrabin Hall was originally constructed in 1965 as a laboratory school and encompassed K-12 grades. The needs of the College of Education and Human Services do not match the current building construction. This project would reconstruct the building on the site of Horrabin Hall.

Priority 4: Western Illinois University-Quad Cities Riverfront Campus Building Phase Three In 2010, the state committed to building the first two phases on the newly developing Western Illinois University-Quad Cities Riverfront Campus. Building Complex Three will complete the construction of the new campus that serves a regional population of 400,000 residents and leverages \$175 million in private investment and foundation support for education, entrepreneurship, technology, new jobs, and economic opportunity.

Priority 5: Western Illinois University-Macomb Malpass Library Renovation The Malpass Library was constructed in 1978 and has antiquated building control systems leading to poor quality heating, ventilation, and air conditioning. This problem produces extremely detrimental impacts on storage, teaching, research, and student/faculty/staff recruitment and retention. Updated research and collaborative facilities will benefit the mission of the University while supporting existing and new academic programs.

Continuing Priorities The University will continue to strongly advocate for the release of already appropriated capital dollars for the Center for Performing Arts and Macomb Science Phase I. The Center for Performing Arts remains the number one priority as it supports the academic mission and programs in the WIU College of Fine Arts and Communication, as well as serves as a cultural and performing arts destination for the campus community, the city of Macomb and the entire region. The Macomb Science Building Phase I will allow for the construction of a new science building and an addition and remodel to Currens Hall. The new science building will consolidate existing and support new academic programs, as Western Illinois University becomes a leading comprehensive university in the United States.

Capital Renewal The University is requesting \$23.9 million in capital renewal funds to be utilized for classroom modernization; improving HVAC and building energy management controls; enhancing electrical and plumbing distribution systems; and renovating campus sidewalks, drives, and exterior stairs.

Priority Changes from Fiscal Year 2021

The priorities for FY2021 are shown below. Please note that the WIU – Macomb Tillman Hall Renovation has been removed from the capital request. Also note the following priority changes: the WIU – Macomb Stipes Hall project has been reassigned from priority #4 to priority #2, the WIU – Macomb Education Building project has been reassigned from priority #5 to priority #3, and the WIU – QC Phase Three project has been reassigned from priority #3 to priority #4. The WIU Macomb Malpass Library renovation is a new addition to the capital request.

Priority Changes			
Description	Project Type	<u>FY2022</u>	<u>FY2021</u>
WIU - Macomb Science Phase II	Renovation	1	1
WIU - Macomb Stipes Hall	Renovation	2	4
WIU - Macomb Education Building	New Construction	3	5
WIU - QC Phase Three	New Construction	4	3
WIU - Macomb Malpass Library	Renovation	5	
WIU - Macomb Tillman Hall	Renovation	Removed	2

Adhering to Illinois Board of Higher Education guidelines and format, the following recommendations for Western Illinois University’s Fiscal Year 2022 capital projects will be made (pending Western Illinois University Board of Trustees approval).

PROJECT: WESTERN ILLINOIS UNIVERSITY - MACOMB SCIENCE PHASE II

PRIORITY: 1

RAMP BUDGET CATEGORY: Buildings, Additions, and/or Structures

REQUESTED FUNDING: \$65,000,000 (Planning, Design and Construction)

BACKGROUND DATA

The current College of Arts and Sciences' facilities, Currens Hall (physical sciences, 1970), Waggoner Hall (life sciences, 1968), and Tillman Hall (earth sciences, 1953) are obsolete in providing high-quality instructional laboratories. These facilities were constructed before modern laboratory standards were developed by the American Society of Heating, Refrigerating and Air-Conditioning Engineers. Western Illinois University science facilities fall below acceptable indoor air quality and energy-efficiency standards. The antiquated laboratory fume-hood systems and poor quality heating, ventilation, and air conditioning systems yield inadequate comfort and humidity control. This problem produces extremely detrimental impacts on teaching, research, and student/faculty/staff recruitment and retention.

The basic teaching and laboratory layouts of Western Illinois University's current science facilities are pedagogically obsolete and do not easily allow for the integration of new science technologies. A new facility to house science-based programs will provide the ability to integrate new laboratory technologies with the latest in science pedagogy and will foster multidisciplinary interaction through the consolidation of departments from previously diverse locations. In addition, planning studies were completed to evaluate and program future projects to renovate Currens and Waggoner Halls to allow the College of Arts and Sciences to consolidate academic programs to a single campus locale and provide for additional facility improvements/enhancements for the humanities and social sciences which are critical to the mission of the College of Arts and Sciences.

The new science building and renovation of Currens Hall will also support new academic programs. This includes the new forensic chemistry program and a new nursing program as approved by the Western Illinois University Board of Trustees and Illinois Board of Higher Education.

QUANTIFICATION

Western Illinois University completed a space planning and utilization study for a new state-of-the-art science facility during Fiscal Year 2007 with an update completed in Fiscal Year 2014. This project will continue the Science Facilities project by remodeling Waggoner Hall.

DEPENDENT RELATIONSHIPS

This project would commence upon completion of the Macomb Science Phase I.

DESIRED COMPLETION DATE

Design will commence as soon as funds are received with total project completion estimated at 54 months.

PROJECT: WESTERN ILLINOIS UNIVERSITY - MACOMB STIPES BUILDING REMODEL
PRIORITY: 2

RAMP BUDGET CATEGORY: Major Remodeling

REQUESTED FUNDING: \$52,000,000 (Planning, Design and Construction)

BACKGROUND DATA

Stipes Hall was constructed in 1968. Stipes Hall has not had any renovations or major remodeling since its opening over 50 years ago. The University, through its recent Macomb Campus Master Plan update and Strategic Building Renovation matrix, has identified Stipes as a high priority for renovation. Stipes Hall has over 140,000 square feet of classroom and office space and houses the College of Business and Technology.

QUANTIFICATION

In the Macomb Master Plan update, the Master Plan Steering committee identified eight renovation criteria that were used to prioritize building renovation projects. Stipes Hall is a high profile building on campus, has high critical deferred maintenance and houses University Signature programs. Updated academic facilities will benefit the academic mission of the University.

The remodeled facility will utilize green and sustainable technologies appropriately designed to meet academic needs and satisfy the University's goal to construct LEED Silver certified facilities.

DEPENDENT RELATIONSHIPS

These actions are consistent with the newly developed Western Illinois University-Macomb campus master plan.

DESIRED COMPLETION DATE

Design will commence as soon as funds are received with total project completion estimated at 54 months.

PROJECT: WESTERN ILLINOIS UNIVERSITY - MACOMB EDUCATION BUILDING

PRIORITY: 3

RAMP BUDGET CATEGORY: Buildings, Additions, and/or Structures

REQUESTED FUNDING: \$89,000,000 (Planning, Design and Construction)

BACKGROUND DATA

Horrabin Hall was constructed in 1965 as a laboratory school housing K-12 grades. Horrabin has not had any major renovations or retrofits in 55 years. The College of Education and Human Services is housed in the 150,000 square feet of classrooms and offices in Horrabin.

QUANTIFICATION

In the Macomb Master Plan update, the Master Plan Steering committee identified eight renovation criteria that were used to prioritize building renovation projects. Horrabin Hall was identified as a high priority for renovation due to high critical deferred maintenance, containing University signature programs and facilities not matching the current needs of the College. Updated academic facilities will benefit the academic mission of the College and the University.

The proposed building would be constructed on the existing site of Horrabin Hall with design features to promote the latest in teaching styles, electronic classrooms and student/faculty interaction.

The new facility will utilize green and sustainable technologies appropriately designed to meet academic needs and satisfy the University's goal to construct LEED Silver certified facilities.

DEPENDENT RELATIONSHIPS

This project would construct the new Education building on the current site of Horrabin Hall.

DESIRED COMPLETION DATE

Design will commence as soon as funds are received with total project completion estimated at 54 months.

PROJECT: WESTERN ILLINOIS UNIVERSITY - QUAD CITIES
RIVERFRONT CAMPUS BUILDING COMPLEX THREE

PRIORITY: 4

RAMP BUDGET CATEGORY: Buildings, Additions, and/or Structures

REQUESTED FUNDING: \$41,300,000

BACKGROUND DATA

Western Illinois University-Quad Cities Riverfront Campus Phase III

Western Illinois University-Quad Cities (WIU-QC) is the only public university in a metropolitan area of over 375,000 residents. In recognizing the growth and capacity limits of WIU-QC at its current location, the State supported the first two (of three) phases for construction of the Western Illinois University-Quad Cities Riverfront Campus to achieve *Illinois Public Agenda* Goal 4 of better integrating Illinois' educational, research, and innovation assets to meet economic needs of the state and its regions.

Post-Phase II operations will generate economic impacts for the region of 330 jobs and \$13.0 million in labor income. Phase III will complete the construction of the new campus that serves as an educational and economic stimulus. In total, the Western Illinois University-Quad Cities Riverfront Campus will leverage a total of \$175.0 million in private investment and foundation support for education, entrepreneurship, technology, new jobs, and economic opportunity.

Successful redevelopment of adjacent property to the campus known as "RiverTech" will create a \$100.0 million taxable base; attract 2,000 new and existing jobs with a one-time construction impact in excess of \$150.0million. Current projects that the State of Illinois helped cultivate by developing the Western Illinois University-Quad Cities Riverfront Campus by virtue of the new campus location include:

- A \$50.0 million project by the KONE Corporation to house their North American Operation Center on the Mississippi Riverfront. This new construction completes a three-phase \$71.0 million mixed-use development known as Bass Street Landing.
- A \$45.0 million Transit Oriented Development/ Amtrak Station that will include an intermodal pedestrian transport center and a new high rise office structure with retail and food service amenities.
- A \$5.0 million new facility for research and development by public and private sectors.
- A \$12.0 million, 90-unit work-live urban lofts, with retail and businesses located on the lower floors.
- A \$3.0 million new Healthcare Center for those underserved in the Hispanic community.

A fully completed Riverfront Campus is the "cornerstone" to these developments, and Western will continue to be a conservative steward of state resources. Phase III exclusively focuses on the academic mission of the University. All ancillary services such as bookstores, retail, and food service will be privately developed to support the local economy and new job creation.

QUANTIFICATION

Phase III will complete the new Western Illinois University-Quad Cities Riverfront Campus, and provide the infrastructure to support 5,000 students. Phase III is essential for academic programs and support services; lab and research space; and facilities to support technology, patent transfer, and community events.

DEPENDENT RELATIONSHIPS

There are no dependent relationships between this project and any other state-funded capital project. However, there are significant educational and economic development gains to be noted. The completed Western Illinois University-Quad Cities Riverfront Campus will have an economic impact of over \$50 million annually and will double the number of college graduates to 500 annually.

Phase III provides the necessary facilities to increase enrollment and meet *Illinois Public Agenda* Goal 1 of increasing educational

attainment to match best-performing states. Without essential space, the University will not be able to increase enrollment and degree attainment. An educated community is especially important to a host county that earns 81.8 percent of the state's median family income. Moreover, spatial access is necessary to achieve *Illinois Public Agenda Goal 4* of increasing the number of high-quality post-secondary credentials to meet the demands of the economy and an increasingly global society.

DESIRED COMPLETION DATE

This project will be completed as soon as possible after funds have been released. A traditional planning then construction approach will take up to 54 months to complete.

PROJECT: WESTERN ILLINOIS UNIVERSITY – MACOMB MALPASS LIBRARY REMODEL

PRIORITY: 5

RAMP BUDGET CATEGORY: Major Remodeling

REQUESTED FUNDING: \$88,400,000 (Planning, Design and Construction)

BACKGROUND DATA

Malpass Library, constructed in 1978, is obsolete in providing a high-quality research facility and archival repository. Standards developed by the American Society of Heating, Refrigerating and Air-Conditioning Engineers have improved dramatically, and the Western Illinois University library now falls well below acceptable indoor air quality and energy-efficiency standards currently in place. The antiquated building controls system leads to poor quality control of the heating, ventilation, and air conditioning system. Building envelope leaks and poor air circulation have contributed to low indoor air quality, which further leads to respiratory and other health complaints among staff and users. These factors produce extremely detrimental impacts on learning, modern pedagogy, research, student/faculty/staff recruitment and retention, and housing of materials, some of which are old, fragile, and/or regionally significant.

The current layout of the facility does not easily allow for the integration of new technologies. Furthermore, the configuration hampers instructional innovation and reduces opportunities for learning and study. Power distribution and wireless infrastructure are inadequate for today's collaborative teaching, research, and study needs that require flexible spaces and involve using mobile devices.

The renovated library building will also better support academic programs. This includes the Centennial Honors College program, the University Writing Center, and the General Studies program.

QUANTIFICATION

In the Macomb Master Plan update, the Master Plan Steering committee identified eight renovation criteria that were used to prioritize building renovation projects. Malpass Library is a high profile building on campus, has high critical deferred maintenance and houses University Signature programs. Updated research and collaborative facilities will benefit the academic mission of the University. The remodeled facility will utilize green and sustainable technologies appropriately designed to meet academic needs and satisfy the University's goal to construct LEED Silver certified facilities.

DEPENDENT RELATIONSHIPS

These actions are consistent with the newly developed Western Illinois University-Macomb campus master plan.

DESIRED COMPLETION DATE

Design will commence as soon as funds are received with total project completion estimated at 54 months.

PROJECT: WESTERN ILLINOIS UNIVERSITY – MACOMB
CAPITAL RENEWAL

RAMP BUDGET CATEGORY: Remodeling and Rehabilitation

REQUESTED FUNDING: \$23,900,000

BACKGROUND DATA

Higher Values in Higher Education, Western Illinois University’s Strategic Plan, states:

“Provide safe, accessible, responsible campus environments that meet the needs of University constituencies and reflect the core values of the University.”

Providing a safe, accessible, and responsive campus environment conducive to learning is directly linked to responsive upkeep and repair of facilities. In addition to operating funds, Capital Renewal funds are used to address deferred maintenance needs on campuses. Since Fiscal Year 2004 Western Illinois University has only received \$3.6 million to address critical campus-wide elevator maintenance, utility infrastructure repairs, and numerous other needs on campus and was issued emergency deferred maintenance funds of \$9.5 million in Fiscal Year 2019 for water piping, critical roofs, and chiller needs. The University currently estimates a total deferred maintenance and capital renewal backlog of over \$500 million. As is the case on all campuses in Illinois, there are many projects that have been critically needed for a substantial period of time and are negatively impacting the learning environment.

QUANTIFICATION

The University is making a strong commitment toward improving the campus physical environment. A reduction in the deferred maintenance liability is viewed as integral to achieving that objective. An increase in the Permanent Improvement budget will allow the University to address the increasing backlog of deferred maintenance projects.

Funds will be utilized for classroom modernization; improving HVAC and building energy management controls; enhancing electrical and plumbing distribution systems; and renovating campus sidewalks, drives, and exterior stairs.

DEPENDENT RELATIONSHIPS

There are no other projects that this proposal is dependent.

DESIRED COMPLETION DATE

Design would commence as soon as funds are received.

WESTERN ILLINOIS UNIVERSITY BOARD OF TRUSTEES

September 24, 2020

Report No. 20.9/1 Purchases of \$100,000 - \$249,999

Purchases of \$100,000 - \$249,999

Vendor	Type of Purchase	Annual Amount <small>(unless otherwise noted)</small>	Number of Bids
Franczek Radelet PC; Chicago, IL	General legal services for BOT	\$100,000 estimated	IPHEC
Greenwood Asher & Associates; Miramar Beach, FL	FY21 executive search firm services	\$100,000 estimated	IPHEC
Unified LLC; Chicago, IL	Year 2 of 10 of ERP Development (previously approved by BOT on October 4, 2019)	\$100,000	Sole Source
Western Illinois University; Macomb, IL	FY21 disbursement of funds for the Federal SEOG program awards	\$101,529.06	NA
Western Illinois University Satellite Education Network (CAIT); Macomb, IL	FY21 services to host/support ILETSBEI's Online Learning Network system.	\$104,735	NA
McAllister & Quinn, LLC; Washington, DC	Grant consulting services (year 1 of a 2-year term)	\$108,000	1
Semtech Solutions Inc; North Billerica, MA	Scanning electron microscope for QCML advanced ballistics tech grant	\$125,850	Exempt

Tremco; Cleveland, OH	Repair Campus Rec Center roof	\$129,482.06	IPHEC
Cordogan Clark and Associates Inc.; Aurora, IL	FY21 continuous order for AE services (3rd of 3 optional one-year renewals – completion date extended to 6/30/21).	\$130,000 estimated	QBS 24 responses
Henry Schein Inc; Melville, NY	FY21 continuous order for pharmaceuticals for resale at Beu Health Center	\$130,000 estimated	IPHEC
CA Inc (dba CA Technologies); Islandia, NY	FY21 software support and maintenance for AIMS (2nd year of a 3-year contract)	\$139,590.44	Sole Source
National Public Radio; Washington, DC	FY21 NPR program fees for Tri-States Public Radio (Grant funds)	\$150,000 estimated	Exempt
Sunbelt Rentals Inc; East Peoria, IL	FY21 continuous order for portable chiller rental as needed.	\$150,000 estimated	IPHEC
Digital Convergence Alliance (DCA); Jacksonville, FL	FY21 master control, program signal delivery, and traffic services for WQPT's transmitter in Orion, IL (months 4-15 of 60, previously approved by the BOT October 4, 2019)	\$166,500	2
Nebraska Book Company Inc; Lincoln, NE	FY21 continuous order for new and used textbooks for resale by the University Bookstore.	\$200,000 estimated	IPHEC
D2L Ltd; Towson, MD	FY21 learning management system (year 1 of a 3-year agreement)	\$187,958.77	IPHEC

Davis & Campbell LLC; Peoria, IL	FY21 legal services for labor, employment, and benefit issues. This is the 2nd year of a 5-year agreement with five 1-year renewal options.	\$190,000 estimated	5 proposals
Fisher Scientific Co; Hanover Park, IL	BD Veritor System for rapid detection of COVID-19. Order on hold/pulled by the federal government.	\$207,291.35	IPHEC
Home Depot USA Inc (dba The Home Depot PRO) (formerly SupplyWorks); Peoria, IL	FY21 continuous order for janitorial supplies, hard roll paper towels, toilet tissue, 1-ply jumbo jr toilet tissue, various dispensers & replacement parts, & Sexauer parts. (year 3 of a 4-yr renewal option)	\$246,000 estimated	IPHEC

**Purchases of \$250,000 - \$499,999
Receiving Presidential Approval**

Vendor	Type of Purchase	Annual Amount (unless otherwise noted)	Number of Bids
City of Macomb; Macomb, IL	FY21 continuous order for fire protection for Macomb campus	\$250,000	Intergov't Agreement
Ameren Illinois Company (dba Ameren CIPS); St Louis, MO	FY21 continuous order for natural gas (utilities exempt from BOT approval)	\$266,000 estimated	Sole Source
Waste Management of Illinois Inc; Macomb, IL	FY21 refuse disposal for Macomb, IL campus. (5th year of a 5-year contract, previously approved by BOT on June 10, 2016)	\$274,310.16	1
MidAmerican Energy Company; Davenport, IA	FY21 continuous order for electricity for QC campus	\$300,000 estimated	IPHEC

Johnson Controls Fire Protection; East Peoria, IL	FY21 fire alarm upgrades for Lincoln, Corbin, and Grote. Existing campus network upgrade of head-end hardware with transponders only. Previously received Pres approval on April 15, 2019 for all buildings being upgraded.	\$310,696.79 (remaining balance from initial award) \$104,855 (Lincoln/Corbin/Grote upgrades)	Sole Source
Carnegie Dartlet LLC; Westford, MA	FY21 digital media services (includes search, online advertising, and media buys). (1 st year of a 3-yr contract)	\$350,000 estimated	9 proposals
Burlington Trailways; Burlington, IA	FY21 continuous order for motor coach charter services for Athletics. (year 2 of a 2-year contract)	\$356,000 estimated	1
Arthur J Gallagher Risk Management Services Inc; Quincy, MA	Student athletic insurance for the period of August 1, 2020 through July 31, 2021 (sixth of nine optional one-year renewals).	\$398,557 estimated	3 proposals
Fleming Electric Inc; East Peoria, IL	FY21 continuous order to provide electricians to supplement University personnel. (year 4 of 4-yr contract)	\$450,000 estimated	7
H & S Mechanical Inc; Bartonville, IL	FY21 continuous order to provide plumbers/pipefitters to supplement University personnel (year 4 of 4-yr contract)	\$450,000 estimated	1
Clinical Reference Laboratory, Inc; Lenexa, KS	COVID-19 Rapid Response saliva test kits (7690 test kits @ \$65ea)	\$499,850	Exempt
Reditus Laboratories, LLC; Pekin, IL	Continuous order for COVID-19 surveillance testing services (\$100/test)	\$499,999 estimated	Exempt

Purchases \$500,000 and above
Exempt from BOT Approval

Vendor	Type of Purchase	Annual Amount (unless otherwise noted)	Number of Bids
Ameren Illinois Company (dba Ameren CIPS); St Louis, MO	FY21 continuous order for electricity (utilities exempt from BOT approval)	\$594,000 estimated	Sole Source
Entec Services Inc; Peoria, IL	FY21 continuous order for Delta Controls Building Automation installation and repairs (year 3 of a 5- year renewal, previously approved by the BOT June 8, 2018)	\$600,000 estimated	Sole Source
Kone Inc; Peoria, IL	FY21 continuous order for elevator maintenance for Macomb campus. (year 3 of a 5-year renewal, previously approved by the BOT June 8, 2018)	\$600,000 estimated	1
City of Macomb; Macomb, IL	FY21 continuous order for water supply for Macomb campus (utilities exempt from BOT approval)	\$865,000 estimated	Intergov't Agreement
Interstate Municipal Gas Agency; Auburn, IL	FY21 continuous order for natural gas transport for the Macomb campus (utilities exempt from BOT approval)	\$1,150,000 estimated	IPHEC
Health Insurance Reserve Fund; Springfield, IL	WIU's health insurance contribution for FY21 (CMS contract – exempt from BOT approval)	\$1,944,800	CMS
Berkshire Hathaway Energy dba MidAmerican Energy Services; Davenport, IA	FY21 continuous order for electricity for Macomb campus (utilities exempt from BOT approval)	\$2,140,000 estimated	IPHEC

Academic HealthPlans, Inc.; Colleyville, TX	FY21 student health insurance fees (third 1-year renewal of five 1-year renewal options). The BOT approved the entire contract on March 29, 2013.	\$4,000,000 estimated	2 proposals
JP Morgan Chase Commercial Card Services; Salt Lake City, UT	FY21 procurement card program (payments for the central bill account for University-wide purchases)	\$13,000,000 estimated	IPHEC
Sodexo Operations LLC; Williamsville, NY	FY21 continuous order for food services (year 1 of a 5-year agreement, previously approved by BOT on June 12, 2020)	\$14,000,000 estimated	1

WESTERN ILLINOIS UNIVERSITY BOARD OF TRUSTEES

September 24, 2020

Resolution No. 20.9/4 Purchases of \$500,000 and Over – Additive Manufacturing System

Resolution:

WHEREAS Western Illinois University has a need for an additive manufacturing system; and,

WHEREAS the above-mentioned project has been administered in accordance with the Illinois Procurement Code and all other pertinent statutes and rules;

THEREFORE, be it resolved that the Board of Trustees approves the contracting for

Additive Manufacturing System

ITEM DESCRIPTION:	RenAm 400 Additive Manufacturing System with RenAM500S(Flex) Upgrade to be used at the Quad Cities Manufacturing Lab for the advanced ballistics grant.
COST:	\$517,600
RECOMMENDED VENDOR:	Renishaw, Inc; West Dundee, IL
BID SUMMARY:	Exempt per 1-13, b, 8
FUND SOURCE:	Grant (Advanced Ballistics Tech)

WESTERN ILLINOIS UNIVERSITY BOARD OF TRUSTEES

September 24, 2020

Resolution No. 20.9/5 Purchases of \$500,000 and Over – COVID 19 Test Kits

Resolution:

WHEREAS Western Illinois University has a need for COVID-19 Rapid Response test kits; and,

WHEREAS the above-mentioned project has been administered in accordance with the Illinois Procurement Code and all other pertinent statutes and rules;

THEREFORE, be it resolved that the Board of Trustees approves the contracting for

COVID-19 Rapid Response Test Kits

ITEM DESCRIPTION:	Continuous order for COVID-19 Rapid Response saliva test kits (unit cost \$65/each). Note: 7,960 test kits were previously purchased August 19, 2020. This is for additional test kits as needed.
COST:	\$999,850 (\$499,850 Purchased 8/19/20 + \$500,000 Continuous Order 9/24/20 when approved)
RECOMMENDED VENDOR:	Clinical Reference Laboratory, Inc; Lenexa, KS
BID SUMMARY:	Exempt per 30 ILCS 500/1-13 (b-5)
FUND SOURCE:	Appropriated and Grant (CARES Act) funds

WESTERN ILLINOIS UNIVERSITY BOARD OF TRUSTEES

September 24, 2020

Resolution No. 20.9/6 Approved Depositories and Signatories

Resolution:

WHEREAS an informational listing of approved depositories shall be made annually at the fall meeting as part of the President's Report to the Board; and,

WHEREAS in accordance with Board of Trustees Regulations Section V.G.1., the following institutions have been approved as depositories of local funds:

Citizens, a Division of Morton Community Bank, Macomb, Illinois;
First Bankers Trust Company, Macomb, Illinois;
United Community Bank, Macomb, Illinois;
First Midwest Bank, Moline, Illinois;
Fortress Bank (formerly First State Bank of Illinois), Macomb, Illinois;
US Bank, Chicago, Illinois;
TBK Bank (formerly Triumph Community Bank), East Moline, Illinois;
MidAmerica National Bank, Macomb, Illinois;
The Illinois Funds, Springfield, Illinois;
Illinois National Bank, Springfield, Illinois; and,

WHEREAS as of September 24, 2020 the following University positions and names to withdraw funds is being requested: Interim President Martin Abraham and Interim Associate Vice President of Budget and Finance Teresa Smith; and,

WHEREAS guidelines established by the Interim President were followed; and,

THEREFORE be it resolved that the Board of Trustees approves the signature authority as presented.

WESTERN ILLINOIS UNIVERSITY BOARD OF TRUSTEES

September 24, 2020

Resolution No. 20.9/7 Revision of Board Regulations, V. Administrative Affairs J. Mandatory Fees 3. Other Mandatory Fees – First Reading

Resolution:

WHEREAS, the Western Illinois University Board of Trustees regulations Section 1, Subsection A, Paragraph 2 provides procedures by which Board regulations may be amended; and,

WHEREAS, the Western Illinois University Board of Trustees regulations Section V, Subsection J, Paragraph 4 provides a listing of other mandatory fees; and

WHEREAS, said listing identifies specific fees that may become, or have become, outdated or unnecessary; and

WHEREAS, it is beneficial to provide added flexibility to the operations of the University to reduce the specificity in the listing of other mandatory fees; and

WHEREAS, a change in the regulations of the Board of Trustees requires two readings, and

WHEREAS, will have a first reading of this Resolution proposing a change in the regulations on September 24, 2020; now.

THEREFORE, be it resolved that the Western Illinois University Board of Trustees approves the revision to the Regulations Section V. Administrative Affairs J. Mandatory Fees. 4. Other Mandatory Fees, replacing the current language in total with the following:

4. Other Mandatory Fees

The Board shall annually review and approve other mandatory fees. Board approval shall be required to establish or change the amount of any mandatory fee.

WESTERN ILLINOIS UNIVERSITY BOARD OF TRUSTEES

September 24, 2020

Resolution No. 20.9/8 Utility Easements on Wigwam Hollow and near North Quad

Resolution:

WHEREAS the City of Macomb is requesting a Utility Easement as part of the following tract:

The West half of the West half of the Southwest Quarter of the Northwest Quarter of Section 25, Township 6 North, Range 3 West of the Fourth Principal Meridian in McDonough County, Illinois; and,

WHEREAS the City of Macomb is requesting a Temporary Construction Easement as part of the following tract: twenty (20) foot width adjacent to the permanent utility easement described as follows: Being a Permanent Easement which shall be 15 feet in width centered on the water main as installed; the final location of the water main as constructed and installed shall become the final location of the centerline of the easement. Temporary Construction easement being a total of thirty five (35) feet total width centered on the proposed and constructed water main; and

WHEREAS the City of Macomb is requesting a Permanent Easement which shall be 15 feet in width centered on the water main as installed; the final location of the water main as constructed and installed shall become the final location of the centerline of the easement; and

WHEREAS the City of Macomb is requesting the easements for the purpose of running utilities to, placing, constructing, operating, repairing, maintaining, rebuilding, replacing, and removing a water main and appurtenances, which will be buried, located on **Grantor's** property; and,

THEREFORE be it resolved that the Board of Trustees agrees to grant and convey a Permanent Utility Easement and a Temporary Construction Easement to the City of Macomb, Illinois the tracts described above.

WESTERN ILLINOIS UNIVERSITY BOARD OF TRUSTEES

September 24, 2020

Report No. 20.9/2 Enrollment, Retention, and Graduation Rate Information

2019-2020 Enrollment Management Executive Summary

The Division of Enrollment Management, consisting of the Offices of Financial Aid, Retention Services, Transfer Services, and Undergraduate Admissions was established over this past fiscal year. The Division is led by an Associate Vice President (currently occupied by an interim appointee) who reports directly to the University President.

The creation of the division, a university-wide committee charged with making recommendations on enrollment, a change in admission criteria, many new scholarship programs, and a division-wide focus on two primary goals (more incoming, new students and a higher fall headcount enrollment than spring 2020) led to results that lead to a much more optimistic outlook on enrollment than in previous years.

- Total headcount enrollment of 7,490, -1.8% from 7,624 in Fall 2019.
- Total full-time equivalency (FTE) of 6,226, -2.8% from 6,407 in Fall 2019.
- Total undergraduate headcount of 5,854, -1.7% from 5,958 in Fall 2019.
- Total graduate headcount of 1,636, -1.8% from 1,666 in Fall 2019.
- The first enrollment increase over a previous semester (spring 2020 enrollment was 6,994) since fall 2016, with fall 2020 headcount +7.1% above spring 2020.
- Total minority student enrollment has increased to 34.9% (compared to 32.4% in Fall 2019).
- The first increase in fall freshmen since 2011 with 1,064 new freshmen, +18.9% from 895 in Fall 2019.
- The high school grade point average (GPA) of the incoming freshman class has increased to 3.49 (compared to 3.40 in Fall 2019).
- The first increase in fall transfers since 2012 with 721 new transfers, +9.2% from 660 in Fall 2019.
- New graduate students increased from 516 to 569, +10.27% vs. Fall 2019

- The first increase in overall new fall students (freshmen + transfer + graduate) since 2011 with 2,354 new students, +13.7% from 2,071 in Fall 2019.
- The highest freshmen retention since 2004 at 77.0% (vs. 67.5% last year and a three-year average of 66.9%).
- The second highest new transfers retention rate in WIU’s history at 82.3% (vs. 80.2 % last year).
- The six-year graduation rate decreased from 50.5 percent to 46.2 percent.

All of the above was accomplished despite a worldwide pandemic, and the need to pivot in very short order to an entirely new way of recruiting new students, and servicing current students.

Official University Enrollment, Retention and Graduation Data

Headcount Enrollment

The total University headcount enrollment decreased by 1.8 percent (-134 students) from 7,624 in Fall 2019 to 7490 in Fall 2020 (Table 1). WIU classifies students based on where they are enrolled for the majority of their credits. Because of the pandemic and the large number of classes that have been shifted to either fully online or hybrid mode, there is a substantial shift in 2020 towards students classified as extension. Only 1790 students of our 4182 extension students are fully online, and thus many of the students classified as being extension students are actually participating on one of our two campuses.

Table 1. Total Headcount Enrollment by Location and Level, Fall 2016 – Fall 2020

	2016	2017	2018	2019	2020	2019-2020 1 Year % Change
Macomb	8,107	7,272	6,296	5,275	2,861	-45.8%
<i>Undergraduate</i>	7,134	6,292	5,408	4,498	2,414	-46.3%
<i>Graduate</i>	973	980	888	777	447	-42.5%
Quad Cities	976	894	792	724	447	-38.3%
<i>Undergraduate</i>	693	585	537	495	301	-39.2%
<i>Graduate</i>	283	309	255	229	146	-36.2%
Extension	1,290	1,275	1,414	1,625	4,182	157.4%
<i>Undergraduate</i>	716	722	809	965	3,139	225.3%
<i>Graduate</i>	574	553	605	660	1,043	58.0%
University Total	10,373	9,441	8,502	7,624	7,490	-1.8%
<i>Undergraduate</i>	8,543	7,599	6,754	5,958	5,854	-1.7%
<i>Graduate</i>	1,830	1,842	1,748	1,666	1,636	-1.8%

Source: Office of Institutional Research

New Student Enrollment

The total new student enrollment increased in Fall 2020. The new freshmen class of Fall 2020 increased by

18.9 percent (+169 students). The new transfer class of Fall 2020 increased by 9.2 percent (+61 students). The new graduate class of Fall 2020 increase by 10.3% (+53 students).

Table 2. New Student Headcount Enrollment, Fall 2019 and Fall 2020

	Freshmen			Transfer			Graduate		
	2019	2020	% Change	2019	2020	% Change	2019	2020	% Change
Macomb	848	450	-46.9%	401	255	-36.4%	249	172	-30.9%
Quad Cities	35	23	-34.3%	88	64	-27.3%	54	34	-37.0%
Extension	12	591	4825.0%	171	402	135.1%	213	363	70.4%
Total	895	1064	18.9%	660	721	9.2%	516	569	10.3%

Source: Office of Institutional Research

Retention and Graduation

The first-time, full-time new freshmen retention increased from 67.5 percent to 77.0 percent.

Western Illinois University's 6-year graduation rate decreased from 50.5 percent to 46.2 percent.

Table 3 provides retention and six-year graduation rates by race/ethnicity for Western Illinois University.

First-Time, Full-Time New Freshmen who Returned for Second Fall Term					
Fall to Fall Retention Rates	2015 Cohort	2016 Cohort	2017 Cohort	2018 Cohort	2019 Cohort
White	75.9%	77.7%	79.1%	77.5%	81.8%
Black	58.5%	56.1%	50.5%	54.4%	67.7%
Hispanic	70.9%	66.2%	61.4%	64.7%	77.7%
Asian	50.0%	80.0%	100.0%	75.0%	80.0%
American Indian	0.0%	0.0%	0.0%	0.0%	100.0%
Pacific Islander	33.3%	0.0%	0.0%	50.0%	0.0%
International	87.5%	64.3%	66.7%	80.0%	100.0%
Two or More	66.0%	63.2%	65.1%	62.5%	75.0%
Total	69.2%	67.8%	65.3%	67.5%	77.0%

First-Time, Full-Time New Freshmen who Graduated within Six Years

Six Year Graduation Rates	2010 Cohort	2011 Cohort	2012 Cohort	2013 Cohort	2014 Cohort
White	59.5%	57.6%	57.8%	62.9%	61.2%
Black	35.2%	35.9%	27.9%	32.7%	29.7%
Hispanic	49.2%	46.8%	44.8%	44.5%	39.3%
Asian	50.0%	36.3%	64.2%	47.3%	50.0%
American Indian	0.0%	0.0%	50.0%	40.0%	0.0%
Pacific Islander	50.0%	100.0%	0.0%	0.0%	50.0%
International	75.0%	66.6%	55.0%	70.0%	100.0%
Two or More	25.0%	51.1%	28.2%	39.2%	36.7%
Total	53.1%	50.4%	46.2%	50.5%	46.2%

Source: Office of Institutional Research

Undergraduate Admissions and Enrollment Services Report

Summary

New freshmen enrollment has experienced an historic increase, with the largest fall to fall percentage increase since at least 2001. New freshman enrollment increased 18.9% to 1,064 freshman in 2020 from 895 in 2019.

This represents the largest freshman class in three years, and the first fall-to-fall increase in the freshmen class in nine years.

Minority student enrollment has significantly increased as part of the overall increase. The number of new students identifying as Black increased 71.7% from 223 in Fall 2019 to 383 in Fall 2020. The number of students identifying as Hispanic increased 23.6% from 123 in Fall 2019 to 152 in Fall 2020. The number of students identifying as White decreased 2.7% from 474 in Fall 2019 to 461 in Fall 2020.

Our new freshman applications, admissions and registrations are as follows:

- Applied – 7,603
- Admitted – 5,091
- New Student Enrollment – 1,064

The average new student GPA increased again to a 3.49 from 3.40. It has risen from 3.22 in 2017 to 3.31 in 2018 to 3.40 in 2019.

Overview

2019-20 has been a year of change and vast improvement in the admissions/enrollment area. As you can see below, a plethora of strategies, tactics and initiatives were developed and implemented this past year and success is occurring. Among the highly successful strategies from this year are:

- Created intentional strategies to move students through each stage of the student enrollment funnel, from lead generation to applicant to admit to enrollment

- Increased and enhanced direct communication (more than doubled communication, with a 129% increase in communication to freshmen and 90% increase to transfers)
- Increased and enhanced scholarship program, with a 54% increase in students receiving a scholarship.
- Increased and enhanced on-campus events, with a 44% increase in students connecting with Admissions
- Significant enhancements to the website and other electronic communication media.
- Revised admissions criteria leading to more access and opportunity
- Adapted recruitment tactics mid-year to the virtual environment and continually refined to complete the class.

The enrollment challenge did not occur overnight and will not be solved overnight. Challenges over the past year have been enormous, with many enrollment insufficiencies being overcome. Stability and consistency moving forward will allow more alignment among campus constituencies, enhancing partnerships among faculty, the Provost's Office, Marketing, University Relations, Institutional Research, AIMS, Budget, Student Affairs, Alumni and others who share the goal of increasing enrollment. We will continue to build the infrastructure to support enrollment moving forward.

Overarching Direction

These are the major areas of emphasis for the next year:

- Design and implementation of the Admit module of the Unified ERP.
- Continue shifting recruitment and enrollment strategies and tactics to the virtual environment.
- Establish in-person and on-campus connections to engage students (where possible with COVID).
- Continue an extensive communication outreach via multiple media channels.
- Enhance collaboration with University Relations and Marketing to create synergies and engage more students
- Involving other units and campus constituencies in recruitment, including faculty and academic programs, Enrollment Management units, University Relations, AIMS, Budget, Alumni, Institutional Research and Student Affairs.

2020-21 Strategies

After an extensive analysis of 2019-20 strategies and a consideration of our current situation, the 2020-21 recruitment plan includes the following strategies:

- Continue intentional strategies to move students through each stage of the student enrollment funnel, from lead generation to applicant to admit to enrollment
- Proactively communicate with and recruit prospective students to engage in presentations and virtual visits to move to the next funnel stage of applicant.
- Proactively communicate with applicants to complete the application and submit required documentation to complete the process.
- Proactively communicate with admitted students to guide through the next steps, including Orientation reservation, Housing contract, FAFSA completion and registration.
- Innovate recruitment opportunities to the virtual environment. This will include virtual high school visits and college fairs across Illinois and adjoining states
- Develop virtual opportunities for students to engage with academic areas
- Develop virtual online events in lieu of campus visit programs
- Create multiple, weekly opportunities for students to engage in recruitment presentations, meeting with admissions counselors and current students

- Utilize Admissions Ambassadors - continue to fund the Admissions Ambassador program, which engages current students in the recruitment process.
- Continue improvement and refinement of website, adding more content to enhance student engagement
- Expand collaborations with electronic student college search vendors.
- Enhance customized, hyper-targeted electronic messaging to students
- Continue to build out a marketing and communication plan that is inclusive of freshmen, transfers, dual enrollment and online undergraduate student types, and campus location.
- Create and implement the admissions components of the new ERP system, Unified.

Resources Needed for Execution of Plan

- Sufficient budget resources to operationalize strategies.
- Sufficient human resources to operationalize strategies.

Transfer Student Enrollment and Recruitment

Introduction

Early in 2020, the Enrollment Management division was created with a focused area on transfer services. Since that time transfer services has worked within the undergraduate admissions and enrollment services department towards the goal of increasing transfer student enrollment. The current staff structure consists of two transfer recruitment focused counselors and one interim Director of Transfer Services. The recruitment strategy divides the state of Illinois and parts of Iowa along with a segmented concentration in the QC area and all other students who apply from 4 year and 2 year in and out of state institutions.

By the numbers

- This fall we achieved the first increase in Fall transfer enrollment since 2012
- Identifying student numbers are as follows:

Black	77
Latin American	87
2 or more	30
Caucasian	499

- Application & Enrollment data

Applications	1,914
Accepts	1,207

Opportunities for transfer services

- Addition of transfer student scholarships which include
 - Visitor scholarship for students who visit campus (in-person or virtually)
 - Phi Theta Kappa designees
 - Legacy scholarships WIU
 - Transfer Commitment Scholarships for a 2.5 GPA or higher

These are all additional recruitment scholarship tools added to attract more transfer students to WIU

- Transfer Admission Guarantee Program (TAG) - TAG offers the opportunity to catch students earlier in the search process so we can outreach and help them with a transfer plan to WIU. Students are also eligible for a \$1,000 scholarship for those students who attend WIU upon transferring
 - 46 students enrolled in TAG for a future term at WIU
- MacMurray closure- Became a partner for MacMurray students to have an option to finish their degree - 8 students are actively enrolled for summer and or fall courses
- Changes to transfer students next steps in their STARS/student account to allow for a priority evaluation model
- Better identification to accepted students about their next steps to enrollment
- Utilize communication and outreach strategies that have been developed by the entire undergraduate admissions team
 - Created target communications for transfer students within those strategies

Partnerships

- In collaboration with the provost office WIU created new transfer pathway agreements with Eastern Iowa Community College District and additional majors for these pathway agreements are underway
- Work is ongoing with Illinois Central College in Peoria for pathway agreements for identified majors

Challenges

- Community college overall full time enrollment and headcount numbers in 2019 are down according to Illinois Community College Board data. This will mean fewer students to compete for in the transfer process.
- Generating student leads without having visible table visits is an unknown for the Fall recruitment season

Future Initiatives

- Review of the transfer evaluation process
- Create more pathway agreements for additional community colleges
- Promote the Transfer Admission Guarantee program more widely and as part of the communication flow to transfer students

- Create additional virtual programming specific to transfer students needs
- Formation of a Transfer Year Experience committee to identify and address transfer student barriers
- Collaborate with the interim Executive Director of Retention Initiatives on transfer student orientation
- Work closely with major academic advisors on how we can work together to address transfer students transition through the admit and enroll process
- Attendance at virtual college fairs and presentation participation for IACAC
- Locate new sources for transfer student prospects outside the community college setting

Resources Needed

- Hiring of the vacant Quad Cities based admissions counselor to provide needed support to admissions operations in the Quad Cities and cover existing recruitment territory
- Hiring of a vacant position in admissions processing (Macomb location) to assist with transcript evaluations and application processing for transfer and TAG admissions.

Office of Financial Aid Report

"The mission of the Western Illinois University Office of Financial Aid is to provide all students and their families with resources for success through efficient and timely customer service, equitable disbursement of financial awards, and educational programming related to financial literacy. Through these actions, our goal is to maintain a positive environment that will help create opportunities for equal access to post-secondary education and increase student retention."

Highlights during the 2019-2020 fiscal year

The Financial Aid Office received 10,296 applications for financial aid. 8,132 award letters were issued to new, transfer, and returning students, an increase of 6% over 2018-19.

- Awarded \$22,956,107 in federal aid, an increase of 6.11% over 2018-2019.
- Awarded \$22,436,361 in state aid, an increase of 24.48% over 2018-2019.

Implemented many new initiatives over the 2019-20 academic year and in preparation for the 2020-21 academic year:

- AIM High
- Alternative Application for State Aid (RISE)
- College Debt Letter Pilot Program
- Chicago Public School College Compact
- Local Leatherneck Housing Scholarships
- Chicago/St. Louis Housing Scholarships

- Alumni Legacy Awards
- Freshmen Leatherneck Book Award
- Leatherneck Book Award
- Revised Western Commitment Scholarship criteria
- Virtual advising via Google Meets and Zoom
- Instant Messenger via Facebook Messenger
- An enhanced Social Media presence
- Prior to COVID created mobile office hours at Thompson Hall, Corbin/Olsen, The University Union and the Student Rec Center.

2020-21 Strategies

As a result of our current situation the Office of Financial Aid Office hopes to develop the following:

- Expand web presence via social media, website and YouTube by creating a variety of self-help videos for students related to financial literacy and finding financial resources.
- Partner with departments/divisions on campus to provide financial literacy and FAFSA completions workshops both virtually and in-person, when allowed.
- Continue Illinois College Debt Letter Pilot Program to inform borrowers of debt in hopes of reducing the Universities Cohort Default Rate.
- Enhance communication contacts by expanding phone, email and instant messenger to include instant responses related to pre-populated Frequently Asked Questions (FAQ).

2021-22 Strategies

- In partnership with AIMS develop an electronic form for student/families to verify FAFSA information.
- To continue our effort to inform borrowers of student loan obligation edit the Financial Aid Award Offer to pull out of the estimated out of pocket total Federal Direct Loans to better educate students that the out of pocket estimate includes taking on debt.
- Develop a protocol for students who are all on-line to retrieve resources provided to on-campus/commuter students.
- Expand auto-activation of FAFSA applications by programming in conjunction with AIMS files that require “no touch” by a Financial Aid Representative.

Graduate and International Enrollment Report

Introduction

Fall 2020 total graduate enrollment is 1,636 (compared to 1,666 in Fall 2019).

Fall 2020 new applications, new admits, and new registered graduate students are as follows: new applications are at 1671 (-25 from last year); new admits are at 1102 (-27 from last year); and new registered graduate students are at 569 (+53 from last year).

We have had significant increases in our domestic graduate student enrollment, especially in online programming. Simultaneously, we have had significant decreases in our international student enrollments. Based on our weekly tracking, it is clear this significant decrease in international enrollment has impacted our graduate programs and has turned a significant gain in total headcount and FTE enrollment into a “no-loss” or “slight-loss” enrollment result.

It should be noted that in SP 2020, there was, for the first time in five years, an increase in total international

enrollment by 17 students. As such, and after a review of international enrollment at peer institutions, we can conclude that the combination of the COVID-19 pandemic and the current immigration policies by the US government has led to a sharp decline in international student enrollment. Added to this is the number of international students deferring their matriculation into the University until the SP 2021. As of **August 27**, there are **134** students who have deferred their registration until Spring 2021; and there are **296** international students who have deferred the review of their application to Spring 2021 (a **393%** increase over last year). This suggests that when the pandemic is stabilized we will recover the international student losses. Likewise, we will note too that, given our significant increases in domestic graduate enrollment, when the pandemic is over and if immigrations policies change there will likely be a sharp increase in graduate enrollment numbers. Given all of this, our plan of action for recruitment and retention continues to build on our success with online programming and likewise to continue to integrate recruitment in both international and graduate programming.

Plan of Action

After a careful consideration of our programming and after a further analysis of our recent enrollment trends, the 2020-2021 Recruitment Plan now includes the following activities:

1. *An increased focus on targeted international recruitment:* We will continue recruitment campaigns (both digital and travel) in India, The Philippines, and Nigeria; we will expand these digital campaigns to The Caribbean, South America, and the entire west coast of Africa;
2. *An Increased focus on International Admissions:* we have now integrated the International Admissions Office into the School of Graduate Studies (this was completed in May 2019); as this has been successful, we will continue with this structure, tweaking it as necessary;
3. *Program Innovation:* Proposed program development will include: Masters in Public Administration (feasibility study needed); Masters in Engineering (Feasibility Study complete); Masters in Arts Administration (Feasibility Study complete); Doctoral Degree in Speech Pathology and Audiology (Feasibility Study submitted); online MS in Nursing (Feasibility Study complete), Polsci/Community Dev integrated degree, MBA/Community Dev dual degree, Business/Community Dev Integrated degree; and Masters in Alternative Teacher Licensure (approved by both IBHE and ISBE).
4. *Program Delivery Innovation:* We are exploring external partnerships that would allow us to dramatically increase enrollment in two online programs (MBA and Masters in Education); we will continue to explore online options for international students; we will continue to explore additional locations for instruction in graduate programming in Education;
5. *Webpage:* Continue to revise and develop webpage and video for international students to explain VISA application process;
6. *ESL:* Reduce issues with English proficiency testing and waive ESL in countries with excellent proficiency rates (including India, Pakistan, Ghana, Nigeria, and many others);
7. *Online Programming:* Increase online opportunities for domestic and international students in general;
8. *Efficiency in Admissions Workflow:* increase management of all areas of the graduate and international studies admissions funnel (prospect/inquiry, applied, accepted, enrolled);
9. *Integrated Degree Programming:* Increase enrollment in integrated degree programs;
10. *Campus and Virtual Visits:* Encourage on-campus and virtual visits for all prospective students as a part of the communication plan;
11. *QC Campus:* Continue close communication with QC Graduate Admissions Counselor;
12. *QC Campus:* Better align graduate programming with identified QC needs;
13. *Increase communication:* Continue to communicate with individuals who have initiated graduate application but not completed it;

14. *Increase Alumni Communication*: Continue to communicate to all WIU alums;
15. *Grad Program EXPO*: Continue hosting grad program expo in conjunction with the WIU Career Fair;
16. *Graduate Program Advisors*: Continue to meet individually with each grad program to encourage program innovation, domestic recruitment, and international recruitment;
17. *Graduate Student Ambassadors*: Continue to fund the Graduate Student Ambassador program. This program requires grad students to provide campus tours for prospective students, to speak at various School of Graduate Studies functions, and to attend all orientations and open house events;
18. *Focus on WIU Undergraduates*: We will focus recruitment efforts on our own undergraduate students as well.

Resources Needed for Execution of Plan

For International Studies:

Limited. We will use existing funds in application fee account for the marketing, recruitment, and admissions side of this work. In December 2020, we will evaluate the need for an additional office support person to handle larger student services issues.

For Graduate Studies:

Extensive, long-term. We do not need additional resources for recruitment and program innovation in graduate studies. When we are successful in the development of proposed programs, however, we will need additional staffing to deliver them. We will work closely with the Office of Sponsored Projects to develop as many external funding possibilities as possible.

Conclusion

These recruitment activities in graduate and international studies will allow us to do the following:

1. Continue the increase in online graduate student enrollment;
2. Address and reverse the decrease in domestic, f2f enrollment for the Macomb campus;
3. Increase international enrollment from the following regions and countries: The Caribbean, Pakistan, Bangladesh, Sri Lanka, India, Nigeria, The Philippines;
4. Increase domestic graduate enrollment in the following manner: increase online and hybrid options for the students; increase additional location programming in regional school districts.

Retention Services

Retention Initiative Update September 2020

In regards to student retention, we have many reasons to be proud of our students. The retention rate for new, full-time first-year students from fall 2019 to fall 2020 increased 9.5 percentage points from 67.5% to 77.0%. Within this data, we see encouraging trends related to our minority student populations. The retention rate from fall 2019 to fall 2020 for students who identify as African American/Black increased 13.3 percentage points from 54.4% to 67.7%. The retention rate for students who identify as Hispanic increased 13.0 percentage points from 64.7% to 77.7%.

As was the case with the entire University, COVID-19 gave us the opportunity to reimagine a number of the

new student experiences occurring this past summer.

To support our students during the transition to remote learning this past semester, the University Advising and Academic Support Center offered tutoring services to students 23 hours a day, Sunday through Friday. Tim Johnson, Academic Advisor and Coordinator of Rocky's Resources, did an outstanding job coordinating the expansion and transition of tutoring services to assist our students. Tim has continued to evolve the program and will offer virtual options this fall with extended hours.

We launched a virtual support page highlighting tutoring assistance, tips for success in an online environment and opportunities to connect virtually at the onset of the transition. This page also highlighted student support services and how students could continue to access important tools like career development, financial aid and more. This page has now been incorporated further into a resource page for our fully online student population.

Throughout the spring and summer, the University Counseling Center, Student Development and Success Center, and Retention Initiatives Office coordinated multiple campaigns to call current students to share information about the online resource page and direct students to campus resources.

We launched an entirely new summer orientation experience focused on connecting our incoming students to campus resources and each other. Led by Dr. Michelle Janisz, Director of Transitional Programs, and Michelle Yager, Director of the University Advising and Academic Support Center, our incoming students experienced an orientation with multiple touchpoints and interactions all summer long.

As a first step, students connect with their academic advisor for advising appointments focused on understanding the students' academic goals, as well as starting the formal academic relationship with WIU. This team has been focused on providing individual attention and support to our incoming students and has done an amazing job working with our incoming class. Alumni Council members also assisted welcoming students to their Leatherneck experience by reaching out to incoming students. We are thankful for the partnership with our dedicated Alumni Council members and look forward to continuing to incorporate our alumni into retention efforts.

Incoming students then experienced a virtual orientation day, focused on the basics of what incoming Leathernecks need to know about campus resources, paying for college, and academic support. From there, students have on-going interaction through small group discussions with their Orientation Leader and get to know their fellow Leathernecks more. We also offered over 50 live sessions throughout the summer focused on individual campus offices and topics focused on student success.

This summer, we also launched Rocky's Online Orientation, a new orientation module developed in Western Online in order to continue educating incoming students about campus resources and academic success. This approach also allowed students to learn about utilizing Western Online to prepare for use in their fall classes. We are very excited about opportunities to expand this service in the coming year.

A student's orientation did not formally end until they arrived on campus and experienced Leatherneck Launch. Staff throughout student services, enrollment management, along with faculty and academic partners reimagined Leatherneck Launch, the first weekend student experience here at WIU. Through events, educational opportunities, and social interactions, our new students will be able to connect with each other and campus resources, while still following safety and social distancing guidelines.

Campus wide efforts of faculty, academic advisors, student services, and enrollment management staff continue to evolve this semester.

We are excited to enhance many of the retention and student success initiatives put into place last year. The Leatherneck Care Referral Program saw over 915 submissions in the first year of implementation. Led by Samantha Klinger and the Student Development and Success Center, care referrals have allowed for timely follow-up and intervention to assist students in need.

The Building Connections Mentorship Program, composed of faculty and staff volunteer mentors, connects with our incoming students to provide an additional layer of support. Alumni Council members are active in the program and we look forward to continued positive interactions through this program.

New initiatives we are excited to roll out this semester focus on supporting positive academic behaviors of our incoming class, mentorship programming, and first-generation college student support.

Through support from the Governor's Emergency Education Relief Funding, WIU has allocated over \$1,200,000 to scholarship opportunities for students who partake in university resources like tutoring and other support services, as well as those who make steps for successful planning for their spring semester. Incoming first-year students admitted to WIU with a GPA under 3.3 have been encouraged to a microscholarship platform where we can support them both financially and by encouraging positive academic behaviors for future success.

As Western Illinois University's student population has continued to become more diverse with growing numbers of students who identify as first-generation and underrepresented, a need exists to increase a student's access to mentorship and support while navigating the university environment. With support networks in flux due to COVID-19, student travel home and connection to the institution will be drastically impacted this year. In order to support our diverse student population, another response has been the investment and creation of mentorship programming focused on first-generation and underrepresented groups. This semester we have drastically enhanced mentorship programming focused on these populations working with the Multicultural Center team and Dr. Sterling Saddler, Assistant to the President for Diversity and Inclusion.

Our retention initiatives and focus on our new orientation process would not have been possible without the assistance of multiple staff through many offices here at WIU. As many did throughout the transition to remote learning, we relied heavily on our staff and areas focused on technological support. From Administrative Information Management Systems (AIMS), Stacie Hunt, Andy Fenton, Jill Griffith and their entire team were pivotal in making all processes happen successfully for our students. Sarah Lawson from the Registrar's Office also put in an exceptional amount of time to assist the process.

While there are many staff members who need to be thanked for their time and attention to our new orientation programming, I wanted to take a brief moment to publicly thank Ryan Severs and Phil Weiss from University Television, Brandon John and Brice Shake from the Center for the Application of Information Technologies, Mark Behymer from Westec, Ian Szechowysz, Brandon Colley and Darrin Seats from University Technology, and Drew Donahoo and Patty Mason from Undergraduate Admissions.

WESTERN ILLINOIS UNIVERSITY

BOARD OF TRUSTEES

September 24, 2020

Report No. 20.9/3 Update on Higher Learning Commission Accreditation

This notification briefly outlines the direction and planning for WIU's Reaffirmation of Accreditation from the Higher Learning Commission.

As mentioned in the last notification, in the spring of 2020 the work of the Social Responsibility Task Force as it related to the HLC Assurance Argument was handed to the Assurance Argument Writing Team. This team is composed of following individuals: Mark Mossman, Associate Provost; Lori Baker Sperry, Assessment Coordinator; Justin Schuch, Executive Director of Retention Services; Kristi Mindrup, Assistant Provost and Interim Administrator in Charge, Quad Cities Campus; Amy Patrick Mossman, Professor and Director of the University Writing Center; and Angela Bonifas, Director of Institutional Research.

This team has continued to draft the argument while working with five Working Groups to finalize evidence-based arguments in support of each criterion. These groups either have completed or are nearing the completion of their work.

After additional review by the writing team, the entire argument will be presented to a larger Review Committee in October.

The final draft of the assurance argument will be presented to the BOT for review in December 2020.

The writing of our reaffirmation assurance argument supports our larger strategic planning efforts.

In the drafting and preparation of reaffirmation documents it has become clear that student learning assessment, accreditation, and long-term strategic planning are deeply connected activities that will be better aligned in the coming months and years.

At present we are also working on a set of webpages to better organize all accreditation, assessment, and strategic planning initiatives. As such, I ask that you visit http://www.wiu.edu/university_planning/accreditation/, which has been constructed for our continued work on accreditation and planning.

WESTERN ILLINOIS UNIVERSITY
BOARD OF TRUSTEES

September 24, 2020

Report No. 20.9/4 Quad Cities Strategic Position

Introduction

The goal of this report is to provide recommendations to inform actions that establish an academic identity for the Quad Cities campus of Western Illinois University. A working group created by Interim President Martin Abraham met for two months to review and synthesize institutional and external data, study Quad Cities area economic and workforce reports, conduct a SWOT analysis, and collect input from internal and external stakeholders. Our findings indicate that with intentional strategic design, paired with institutional, community, and State of Illinois commitment and support, the Quad Cities campus of Western Illinois University will be uniquely positioned to respond to area workforce demand by aligning student interests, experiences, and success.

Summary of Information Review and Analyses

- According to the 2016 Quad Cities Regional Laborshed analysis, the top Quad Cities industries include manufacturing, healthcare and social services, wholesale and retail trade, and education.
- Institutional data reveal that 1) Quad Cities academic programs with direct connection to workforce demand generate more stable enrollment than programs without a direct connection, 2) there is opportunity to increase campus diversity to reflect the Quad Cities area demographics, and 3) WIU must commit to providing predictable, flexible degree pathways that offer sufficient course sections, faculty resources, and related support.
- Input from Quad Cities community stakeholders emphasized branding and marketing the Quad Cities campus, establishing academic programs that meet workforce demand, creating educational opportunities for diverse populations, and developing strategic partnerships with area businesses, organizations, schools, and agencies.
- Quad Cities faculty and staff emphasized 1) creating new or strengthening current academic programs that meet workforce demand that are differentiated from other institutions, 2) developing and initiating a strategic marketing plan in the Quad Cities area to promote programs offered at the Quad Cities campus, 3) investing in the appropriate number of faculty to deliver fully completable upper division and graduate programs, 4) identifying an organizational structure that fosters interdisciplinary and multidisciplinary collaboration on the Quad Cities campus, and 5) combining students' personal and professional growth through experiential learning opportunities throughout the curriculum.

Recommendation

Brand the Quad Cities campus as the destination for quality, applied academic programs that meet QC area workforce demands through emphasis on practical, hands-on

experiences, research, workforce preparation, and career placement, with a commitment to promoting diversity, equity, and inclusion.

Action Plan

1. Strategic Focus Areas – Establish three academic Strategic Focus Areas featuring undergraduate majors and graduate programs that directly connect to areas of workforce demand. The three Strategic Focus Areas will promote intentional academic planning and interdisciplinary collaboration between WIU colleges and departments and with regional for-profit and nonprofit partners.

It should be noted that in addition to programs specifically mentioned in the three Strategic Focus Areas, the committee also recommends that WIU recognize the need within all three Focus Areas to engage in multidisciplinary collaboration for the sake of creating programs and curriculum responsive to the current global health crisis, and to matters of social justice, the environment, and the deconstruction of systemic racism.

2. Institutional Investment – Align institutional resources and investment with new and existing programs designed to meet workforce and community demand. The Institution must commit to providing sufficient faculty and resources to ensure quality academic experiences for students and a fully-completable degree plan with continued emphasis on quality and maintaining marketable, discipline-specific accreditations. With the exception of the Engineering undergraduate program, shift programs offered at the Quad Cities away from 4-year offerings and toward 2-year completion undergraduate degrees and graduate programs.

3. Campus Promotion – Promote Western Illinois University’s location in the Quad Cities by developing an integrated marketing, recruitment, and career development plan that begins with discovery of WIU programs and continues through career placement. Prioritize creating awareness of educational opportunities for students traditionally underrepresented in higher education.

4. Career Focused Student Experiences – Blend academic and student support services to foster holistic, engaging, career-focused experiences centered on the unique opportunities offered within programs in each of the three Strategic Focus Areas. Establish a career center that offers opportunities and services that value students’ time and multiple life priorities by focusing on workforce preparation and services that foster personal and professional development that employers will also find valuable in WIU graduates.

5. Student Wellness and Success – Enhance student services that foster student well-being through access to resources, social connectedness, safety and stability, and mastery opportunities. Offer critical services on campus, and create external partnerships that connect students to resources and experiences within the Quad Cities community.

Plan Specifics and Implementation Recommendations

1. Strategic Focus Areas

Focus #1: Innovation and Science - Developing technically sound and environmentally friendly innovations that power our economic future.

- Undergraduate: Focus on current programs Engineering (Civil, Electrical, Mechanical), Engineering Technology (Manufacturing). Add: Computer Science/Cybersecurity, Applied Mathematics, Health Informatics, Environmental Planning.
- Graduate: Add Engineering, Integrated Engineering/MBA.

Focus #2: Health, Education, and Public Service - Preparing the education and service professionals that sustain and nurture our communities.

- Undergraduate: Focus on current programs Elementary Education, Law Enforcement & Justice Administration, Hospitality. Add Social Work, Applied Behavior Analysis (Psychology).
- Graduate: Focus on current programs: Counseling, Educational Leadership, Museum Studies. Add Secondary Education (MAT Special Ed, Science, Math; and Postbaccalaureate option), Applied Behavior Analysis, Social Work, MBA Concentration in Healthcare Administration, Nursing MSN, Special Education.

Focus #3: Enterprise and Commerce - Delivering best practices and marketable solutions that enhance our region's economic and social vitality.

- Undergraduate: Focus on current programs Accountancy, Human Resource Management, Supply Chain Management.
- Graduate: Focus on current programs Applied Statistics and Decision Analytics, Community and Economic Development, Post-baccalaureate Supply Chain Management, Master of Accountancy, Business Administration.

2. Institutional Investment/Divestment

- Align resources within each Strategic Focus Area to support upper division undergraduate majors and graduate programs.
- Discontinue general education course offerings with the exception of strategic, curriculum driven first-year and second-year courses in support of Engineering. First and second year courses and general education offerings may be completed at Western Illinois University in Macomb, online, or via transfer pathways with other colleges and universities.
- Offer Civil, Electrical, and Mechanical Engineering courses and all required mathematics (including prerequisites), physics, and chemistry courses as face-to-face. (Renovate an existing lab to accommodate chemistry.)
- Encourage first and second year students who express interest in attending WIU to access general education courses online or in partnership with other colleges and universities.
- Work with area community colleges and other institutions to develop strategic and intentional pathways to QC-based completion degrees. Develop in-demand transfer pathways for Applied Associates degrees that integrate early advising intervention to proactively address and prevent course deficits upon transfer. Explore sharing resources between institutions, such as classroom space and staffing a WIU advisor at the community colleges, and other mutually beneficial opportunities.
- Provide course formats, schedules, and student support programs and services that center on the post-traditional college student with an emphasis on personal development, workforce preparation, networking, and placement.

- Ensure appropriate facilities for engineering labs by renovating existing space, planning future space, and identifying off-campus lab opportunities.
- Create opportunities for integrated bachelors to masters programs within WIU and in partnership with other institutions.
- Identify any current academic programs with lower enrollments that align outside the focus of applied academic programs, and reposition any associated resources to support programs offered in Macomb or online. Identify a timeline to phase out QC-based majors in these programs.

3. Western Illinois University Promotion and Awareness in the Quad Cities

- Initiate targeted marketing strategy for each of the three Strategic Focus Areas within the greater Quad Cities metropolitan area.
- Create access and opportunities for individuals who are first-generation and traditionally underrepresented in higher education through intentional partnerships with community organizations, community college partners, and area employers.
- Invest in three program coordinators to recruit for each Strategic Focus Area. Each coordinator will cultivate relationships specific to their assigned focus area with Quad Cities area businesses, agencies, organizations, schools, and colleges to promote academic programs and to facilitate connections with employers and WIU. The program coordinator will collaborate with WIU Admissions and Advising to assist students with transitioning to WIU, and with Career Services and Student Services to connect students to experiential learning and personal growth opportunities.
- Connect faculty and student expertise from Strategic Focus Areas to employers, offering professional development courses for employed workers of the QC region.

4. Career Focused Student Experiences

- Establish a career center with programs and services available to students from matriculation to post-graduation.
- Infuse career development, networking, and placement through collaborations with academic colleges, admissions, and academic advising.
- Offer leadership opportunities in and out of the classroom for students to gain relevant experience to develop their career portfolio.
- Establish meaningful partnerships with area employers to create networking, internship, and on- or off-campus experiential learning opportunities for students.
- Leverage the networking resources and opportunities for student engagement through partnerships with Illinois Institute for Rural Affairs, Small Business Development Center, and the Quad Cities Chamber of Commerce.

5. Promote Student Wellness and Success

Access to Resources

- Identify areas of need for academic support and tutoring, as well as opportunities for coaching of high performing students in areas of research or professional application of academics.
- Provide convenient, accessible on-campus amenities and conveniences to support commuter students between classes. Expand service hours and remote access opportunities, and formalize a campus common hour to encourage participation in events and activities.
- Review location of campus offices and services regularly to ensure student access to staff and resources.
- Maintain a list of community-based resources for housing, healthcare, arts and entertainment, and other programs and services to ensure a well-rounded off-campus experience.

Safety/Stability

- Staff an on-site licensed counselor for timely response for students in crisis and to foster mental wellness.
- Support a campus culture of mentoring and through on-campus leisure activities and off-campus recreation, sports, or gym facilities. Provide access and training for faculty, staff, and students to utilize the Leatherneck Care Referral to offer timely support to students in distress. Normalize sharing concerns to provide a network of student support.
- Foster an inclusive campus environment through multicultural programming, mentoring opportunities, and activities.
- Establish an on-campus childcare center, a homework help center for children of students, and other student-supporting services that simultaneously provide opportunities for hands-on experience within students' academic programs.
- Connect students to financial assistance available through financial aid, scholarships, and Veterans support. Ensure that institutional scholarships are applicable to transfer students.

Social Connectedness

- Expand the Learning Assistant Program within targeted gateway courses to improve student success and to create a sense of community and shared responsibility for learning.
- Offer social and entertainment programming relevant to post-traditional, commuter students such as E-Sports, family-friendly activities, and community events in the arts, festivals, entertainment, sports, and other social-cultural opportunities.
- Create a Living-Learning Community with the Waterfront Apartments (The Mills) staffed with a resident assistant.
- Connect students to the Quad Cities community organizations that promote diversity.

Mastery

- Create experiential opportunities to apply student learning on and off campus within each academic Strategic Focus Area.

- Create opportunities that align students with their interests, help them develop confidence in their abilities, and make a positive contribution to their community.
- Ensure WIU graduates recognize and embrace their role in contributing to a diverse, inclusive, and equitable society.

Conclusion

The Quad Cities campus remains a critical asset of Western Illinois University and the Quad Cities region. Our recommendation is to brand the Quad Cities campus as the destination for quality, applied academic programs that meet Quad Cities area workforce demands through emphasis on practical, experiential learning, research, workforce preparation, and career placement, with a commitment to promoting diversity, equity, and inclusion.

The Quad Cities campus will benefit the entire university. It will serve as a hub of access for prospective and current students seeking information about Western Illinois University; for experiential learning opportunities; for faculty expertise, research opportunities, and connection with the Quad Cities area; and for WIU alumni to gather, network, and give back to Western Illinois University.

The proposed Strategic Focus Areas will help guide future growth to ensure pertinent academic programming while encouraging interdisciplinary collaboration. We recommend significant investment in the engineering program, including that all required core courses are available face-to-face. In addition, we recommend investment in those undergraduate completion programs and graduate programs that align within the Strategic Focus Areas and phasing out programs that do not. These focus areas should be structured and staffed to provide integrated academic and student services that help WIU Quad Cities enhance student well-being and actively guide students from matriculation to career placement in alignment with the needs of the Quad Cities region.

With careful strategic planning, as recommended in this document, WIU Quad Cities can be the leader in hands-on care, hands-on learning, and hands-on career development for the region's students.

Submitted by:

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WESTERN ILLINOIS UNIVERSITY

BOARD OF TRUSTEES

September 24, 2020

Report No. 20.9/5 IT Strategic Plan FY2020-2023

University Technology (uTech) Information Technology Strategic Plan 2020 - 2023

INTRODUCTION

This Information Technology (IT) Strategic Plan identifies strategies and goals intended to guide the adoption of technologies pertaining to teaching, learning, research, and business processes at Western Illinois University. To the extent possible, it provides broad, overarching directions without attempting to identify specific technology solutions. Higher education as an industry is significantly behind other industries in the implementation of and reliance upon technology. In addition, budget constraints specifically felt by higher education within the state of Illinois provides a unique challenge for technologists to offer innovative, yet cost efficient solutions to help advance the mission of the University.

University Technology is made of up central IT services and the Center for the Application of Innovative Technologies (CAIT). CAIT is an Illinois Board of Higher Education (IBHE) designated center housed within WIU with a mission of providing innovative and practical technology solutions, technical consulting, and sound e-learning to state agencies, educational institutions, businesses, public agencies, and non-profit organizations. Tactics specific to CAIT are designated with a (*) symbol.

MISSION

To provide customer-focused, high-quality, secure, and reliable technology services that support and advance Western Illinois University's mission and core values.

VISION

University Technology will lead with innovative technology solutions that advance the mission of Western Illinois University.

VALUES

- Provide sustainable and cost-effective technology
- Serve as good stewards of University resources
- Act with honesty and integrity
- Treat everyone with respect and empathy

GOALS

1. **Engage** – Actively listen to and collaborate with University stakeholders
2. **Innovate** – Identify new, innovative, and differentiating services and solutions
3. **Implement** – Facilitate implementation of technology solutions in a timely and effective manner

4. **Progress** – Continually improve services and technology
5. **Discover** – Implement transformative technology solutions to advance student learning and scholarly enablement

GOAL 1: ENGAGE - Actively listen to and collaborate with University stakeholders

Tactics to achieve goal:

- Increase advocacy efforts to inform and encourage investment in technology to improve the experiences of our students and enhance our ability to prepare them for careers that rely heavily on the use of technology. Examples include: 1) encouraging the expansion of Esports (electronic sports) to enhance engagement of our student population while identifying opportunities to utilize Esports technology and programming in our academic programs, such as Esports broadcasting, utilization of virtualization technologies within academic areas, etc.; 2) expanding availability of career-specific technologies available to our students in the classrooms/lab settings; and 3) leverage the use of technology to improve efficiency in business processes to provide additional opportunities for faculty and staff to engage with our student population.
- Encourage long term investment in technology resources to improve outdated technology assets and infrastructure. This includes but is not limited to wireless updates and expansion, network updates, computer rotation for faculty/staff and classroom updates.
- Encourage investment in the implementation of Voice over IP (VoIP) technology across the Macomb campus to improve reliability, functionality and costs of the telecommunications infrastructure.
- Implement an early adopters' program across the University to enable better testing and implementation plans for new and updated technology projects.
- Provide a dashboard report of technology projects and their status to encourage transparency and promote collaboration.
- Collaborate with business units across the University, academic and non-academic to identify and participate in grant proposals to improve technology resources.

GOAL 2: Innovate – Identify new, innovative, and differentiating services and solutions

Tactics to achieve goal:

- Implement Enterprise Resource Planning modules: Unified - Admit (Customer Relationship Management), Unified - Engage (Portal and micro services), Unified - Verify (single sign-on), Unified - Manage (Student Information System).
- Implement text and chat bot functionality to enhance ability to improve service for students, faculty and staff.
- Implement Google Home and Amazon Alexa skills to answer WIU specific questions.
- Provide expanded customer service hours for technology support at no additional or reduced cost.

- Continue to identify opportunities to leverage technology to improve access to services virtually to better support our ability to operate in business contingency scenarios, including the existing pandemic.
- CAIT will provide and support custom online applications/systems, mobile applications, and data/technical initiatives for state agencies, educational institutions, businesses, public agencies, and nonprofit organizations. These efforts include: *
 - Continuing relationships with existing partners and securing new contracts.
 - Soliciting new partnerships through grants/contracts with outside agencies.
 - Working with WIU departments and faculty to write and secure grants/foundation monies.
- CAIT will be expanding its i-Pathways curriculum to include courses on Adult Basic Education Reading, Digital Literacy, Life Skills, and Health Literacy this next year. CAIT will also be reviewing and updating existing content to better ensure students are achieving their academic skill gains with the TABE 11/12 test and CASAS tests. *
- CAIT will be releasing a new version of their i-Pathways project providing a more robust system that will include a new achievements/badging system and a custom learning paths feature that will allow programs and teachers to restructure and build custom courses to meet their specific class and/or student needs. *
- CAIT will be collaborating with Penn State University - School of Medicine to expand the iLookout for Child Abuse mandated reporter training to other states. Penn State will assist other states or national programs in securing funding, and CAIT will provide the technical support and instructional development for a training to meet their specific needs. *

GOAL 3: Implement – Facilitate implementation of technology solutions in a timely and effective manner

Tactics to achieve goal:

- Implement centralized appointment scheduling solution for student facing areas.
- Continue implementation of new wireless architecture to improve the University’s ability to fund costs necessary to maintain and support wireless environment.
- Develop and implement a staffing plan to address the changing needs and landscape of the University’s IT environment which will result from the transition from a custom-built to a Software as a Service model for our Enterprise Resource Planning (ERP) software suite to ensure IT staff have adequate training to perform in new roles.
- Where possible, implement standardized digital signage solution across both campuses.
- Implement keyless entry technology on QC campuses.
- Transitions managed print services solution from requiring new printers to allowing for gently used printers to provide cost savings to the University.

- Upgrade classrooms to equip them with technology necessary to allow for a hybrid format to improve flexibility in classroom modalities.

GOAL 4: Progress – Continually improve services and technology

Tactics to achieve goal:

- Add Enrollment Verification Service on STARS.
- Evaluate and implement new customer facing ticketing system to request technology support.
- Implement new custom application development process and standards for distributed system deployment.
- Consolidate and transition multiple mass messaging solutions used by the University to new Unified messaging platform.
- Identify and implement solution to modernize business processes through digitization of paper forms and signatures.
- Implement a new vulnerability management program to improve the cybersecurity posture of our network.
- Complete formal internal risk assessment of IT security controls using NIST Cybersecurity framework and develop actions plans to prioritize and address any gaps.
- Consolidate, simplify and standardize the server environment to improve ability to maintain and manage the environment.
- Deploy local hard disk encryption technology on computers to reduce the likelihood of data loss.
- Implement intranet solution to reduce the digital footprint of the public facing website to improve end user experience.
- Support the transition of the current wiu.edu website to new design to improve the overall look and usability of the site.
- Continue to evaluate and improve IT maturity level for ITIL processes, including but not limited to: change management, incident management, problem management and project management.
- Continue efforts to expand and improve IT business continuity processes and capabilities.

GOAL 5: Discover – Implement transformative technology solutions to advance student learning and scholarly enablement

Tactics to achieve goal:

- Implement new custom application development processes and standards on a distributed system to support anticipated application development necessary to migrate from the existing administrative system to the new Unified ERP solution.
- Explore the opportunity to move from an unlimited print model for students to a print stipend per semester model; using the cost savings to provide a designated fund to implement discipline-specific technology in academic classrooms and labs.

WESTERN ILLINOIS UNIVERSITY
BOARD OF TRUSTEES

September 24, 2020

Report No. 20.9/6 Report on Contributions

Interim Campaign Progress Report July 1, 2020 - June 30, 2021

Pledges Made	Planned Gifts (FV)*	Total Pledges
\$ 307,152	\$ 0	\$ 307,152
Cash Gifts	Gifts-in- Kind	Total Receipts
\$ 530,886	\$ 14,539	\$ 545,425

	Overall Total	Goal	% to Goal
FY2021	\$ 852,577	\$ 8,000,000	10.7%

*Discounted Present Value for
the 0 planned gift pledge(s): \$ 0

Deferred gift pledges not included in totals:

Outside scholarships not included in report: \$ 564,945

PURPOSE: Record of fiscal year goals and progress

AUDIENCE: Internal use for administrators, development officers, and board members

NOTES: Cash Gifts do not include pledge payments.

Gifts-in-kind do not include service or noncharitable gifts-in-kind.

Printed on 2020-09-04

Interim Campaign Progress Report July 1, 2020 - June 30, 2021

COLLEGE/UNIT	PLEDGES	GIFTS	GIFTS- IN-KIND	PLANNED GIFTS	FISCAL YEAR TOTAL
CAS	14,389	56,810	0	0	71,200
CBT	32,232	19,125	0	0	51,357
COEHS	3,647	15,270	0	0	18,917
COFAC	7,030	37,512	0	0	44,542
LIBRARY	2,509	1,225	0	0	3,734
HONORS	2,130	0	0	0	2,130
INTL STUDIES	120	300	0	0	420
STUDENT SERVICES	14,738	3,379	0	0	18,117
QC	1,700	12,500	0	0	14,200
WQPT	50,254	125,534	0	0	175,788
ATHLETICS	34,135	198,975	14,539	0	247,649
ALUMNI	349	2,190	0	0	2,539
BGS	0	250	0	0	250
TRI-STATES RADIO	134,647	27,862	0	0	162,509
PFA	0	25	0	0	25
UNIV SCHOLARSHIPS	2,865	23,043	0	0	25,908
OTHER	6,405	6,887	0	0	13,292
UNIVERSITY TOTALS:	307,152	530,886	14,539	0	852,577

Outside scholarships not included in report: \$ 564,945

PURPOSE: Record of fiscal year progress by unit

AUDIENCE: Internal use for administrators, development officers, and board members

NOTES: Gifts do not include pledge payments.

Radio is separate from COFAC; Parent and Family Association is separate from Student Services.

Gifts-in-kind do not include service or noncharitable gifts-in-kind.

Printed on 2020-09-04

Significant Donors Report Gifts of \$5,000 or more for Fiscal Year July 1, 2020 - June 30, 2021

Name	Pledges & Payments	Cash Gifts	Planned Gifts	Gifts- in- Kind	Soft Credit	Total
Jeffrey Babin	7,189	0	0	0	0	7,189
Dennis Bowman	5,000	0	0	0	0	5,000
Scott Brouette & Joe Rives	5,040	0	0	0	0	5,040
Jim & Debbie Carter	0	4,965	0	650	0	5,615
Dottie & Greg Chapman	8,500	1,000	0	0	0	9,500
Eric & Cherie Clark	10,000	0	0	0	0	10,000
Coffee Envie	5,460	0	0	0	0	5,460
Carolyn Collins	0	100	25,000	0	0	25,100
Dale & Lynn Johnson Charitable Trust	45,000	0	0	0	0	45,000
Mariah & Samuel Di Grino	7,000	0	0	0	0	7,000
Doris & Victor Day Foundation	0	20,000	0	0	0	20,000
Frank Fulkerson	0	25,000	0	0	0	25,000
Chuck Gilbert & Karen Ihrig-Gilbert	11,280	0	0	0	0	11,280
Jim & Rachel Hansen	0	7,500	0	0	0	7,500
Minda Harts	5,000	0	0	0	0	5,000
Dean & Rosemary Huisingh	10,000	0	0	0	0	10,000
Ih Mississippi Valley Credit Union	5,000	0	0	0	0	5,000
Illinois Public Health Association Inc	0	8,760	0	0	0	8,760
Monica & Rick Iverson	0	11,000	0	0	0	11,000
Laura Janus	0	28,000	0	0	0	28,000
Judy & Mel Kerr	0	5,000	0	0	0	5,000
Bob Klannukam	0	6,480	0	0	0	6,480
Susan Martinelli	9,235	0	0	0	0	9,235
George & Renee Mavigliano	10,420	0	0	0	0	10,420
Jody Mc Carney	0	10,000	0	0	0	10,000
Mcdonough Eye Associates And Jill Brody, Md	7,500	0	0	0	0	7,500
Julie Mc Hard-Shike	5,000	0	0	0	0	5,000
Craig Neader	6,000	0	0	0	0	6,000
Sandy Nelson	7,000	2,000	0	0	0	9,000
Marianne & Sam Oliva	50,000	0	0	0	0	50,000
Pamela & Chris Ontiveros	10,000	0	0	0	0	10,000
Jeffrey & Polly Radosh	25,600	0	0	0	0	25,600
Scott Randall	0	0	50,000	0	0	50,000
Refreshment Services - Pepsi Of Macomb	5,000	1,200	0	250	0	6,450
Paul & Alene Reuschel	6,000	1,000	0	0	0	7,000
Matt & Nicki Robins	2,500	1,000	0	0	1,914	5,414

Name	Pledges Made	Cash Gifts	Planned Gifts	Gifts-in-Kind	Soft Credit	Total
Thomas Ross	5,000	0	0	0	0	5,000
Sally Sallee	13,000	0	0	0	0	13,000
Sanford Health	500,000	0	0	0	0	500,000
Deborah & Mark Schwiebert	5,000	0	0	0	0	5,000
Scott County Regional Authority	0	75,000	0	0	0	75,000
Bonnie Smith-Skripps & Skip Skripps	8,000	0	0	0	0	8,000
Stronghurst Llc	25,000	0	0	0	0	25,000
Summit League	50,000	0	0	0	0	50,000
Lance Temasky & Willa Moore	7,500	0	0	0	0	7,500
Margie Twaddle Johnson & Garry Johnson	6,000	2,150	0	0	0	8,150
Janice Welsch	1,560	0	30,000	0	0	31,560
Anita & Dennis Werling	0	11,200	0	0	0	11,200
Wesley United Methodist Church'S Fellheimer Trust	0	11,650	0	0	0	11,650
Wayne Whipps	0	5,100	0	0	0	5,100
Margaret Wong	10,000	0	0	0	0	10,000
Sheryl & Dan Yoder	17,900	0	0	0	0	17,900
Penny & James Yunker	6,000	150	0	0	0	6,150

PURPOSE: List of significant donors with gifts or pledges \$5,000 or greater for current fiscal year.

AUDIENCE: External (Board) and internal use for administrators and development officers.

NOTES: "Pledges & Payments" includes any new pledges for current or future fiscal years plus the amount paid (or expected to be paid) this year on prior year pledges. Total includes memberships for next fiscal year (e.g. Leatherneck Club)

Printed on 2020-09-04

Annual Fund Report July 1, 2020 - June 30, 2021

COLLEGE/UNIT	# OF PLEDGES	TOTAL PLEDGES	AVERAGE PLEDGE	PLEDGES PAID	CASH	*TOTAL GIFTS
CAS	18	10,829	602	2,328	53,727	56,055
CBT	19	20,960	1,103	4,312	15,625	19,937
COEHS	12	3,647	304	734	5,220	5,954
COFAC	28	5,860	209	1,110	9,812	10,922
ALUMNI	3	349	116	58	1,080	1,138
INTL STUDIES	1	120	120	30	300	330
LIBRARY	2	2,509	1,255	218	1,225	1,443
HONORS	3	720	240	178	0	178
QC	6	1,700	283	366	10,000	10,366
ATHLETICS	57	34,135	599	27,132	195,044	222,177
STUDENT SERVICES	13	5,138	395	998	3,379	4,377
BGS	0	0	0	0	250	250
TRI-STATES RADIO	464	134,647	290	22,044	27,862	49,905
WQPT	276	50,254	182	7,515	125,072	132,588
PFA	0	0	0	0	25	25
SCHOLARSHIPS	12	2,745	229	137	21,365	21,502
OTHER	23	6,405	278	1,754	6,437	8,191
Total	937	280,020	299	68,916	476,423	545,339

****Total Annual Fund: \$756,443**

Above Pledge totals include:

Leatherneck Club	\$ 32,131
Library Atrium Society	\$ 2,509
Performing Arts Society	\$ 2,764

Above Receipt totals include:

Leatherneck Club	\$ 224,875
Library Atrium Society	\$ 718
Performing Arts Society	\$ 5,456

PURPOSE: Record of fiscal year Annual Fund totals by Unit; includes Phonathon and President's Scholarship totals.
AUDIENCE: Internal use for administrators, development officers, and board members.

NOTES:

*Total Gifts equals Income (Cash, Pledges Paid, Gifts in Kind, and GIK Pledges Paid).

**Total Annual Fund equals sum of Pledges, GIKs, and Cash.

Radio is separate from COFAC; Parent and Family Association is separate from Student Services.

Gifts-in-kind do not include service or noncharitable GIKs.

Printed on 2020-09-04

Phonathon Report July 1, 2020 - June 30, 2021

COLLEGE/UNIT	# OF PLEDGES	TOTAL PLEDGES	AVERAGE PLEDGE	PLEDGES PAID	CASH	*TOTAL GIFTS
CAS	0	0	0	0	0	0
CBT	0	0	0	0	0	0
COEHS	0	0	0	0	0	0
COFAC	0	0	0	0	0	0
ALUMNI	0	0	0	0	0	0
INTL STUDIES	0	0	0	0	0	0
LIBRARY	0	0	0	0	0	0
HONORS	0	0	0	0	0	0
QC	0	0	0	0	0	0
ATHLETICS	1	25	25	25	10	35
STUDENT SERVICES	0	0	0	0	0	0
BGS	0	0	0	0	0	0
TRI-STATES RADIO	0	0	0	0	0	0
WQPT	0	0	0	0	0	0
PFA	0	0	0	0	0	0
SCHOLARSHIPS	0	0	0	0	0	0
OTHER	0	0	0	0	0	0
Total	1	25	25	25	10	35

****Total Phonathon: \$35**

Above Pledge totals include:

Leatherneck Club \$ 25

Above Receipt totals include:

Leatherneck Club \$ 35

PURPOSE: Record of fiscal year Phonathon totals by Unit.
 AUDIENCE: Internal use for administrators, development officers, and board members.
 NOTES:
 *Total Gifts equals Income (Cash, Pledges Paid, Gifts in Kind, and GIK Pledges Paid).
 **Total Phonathon equals sum of Pledges, GIKs, and Cash.
 Radio is separate from COFAC; Parent and Family Association is separate from Student Services.
 Gifts-in-kind do not include service or noncharitable GIKs.
 See Annual Fund report for all phonathon and annual fund totals.
 Printed on 2020-09-04

WESTERN ILLINOIS UNIVERSITY BOARD OF TRUSTEES

September 24, 2020

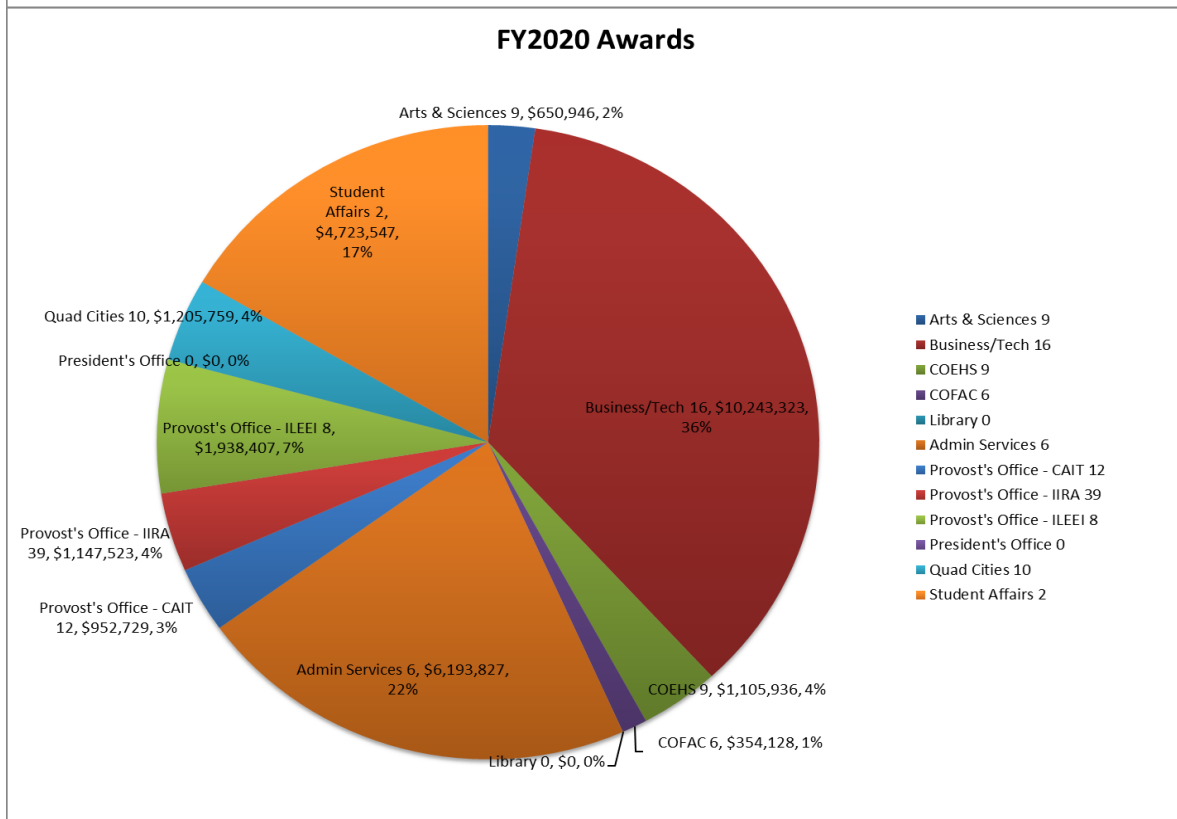
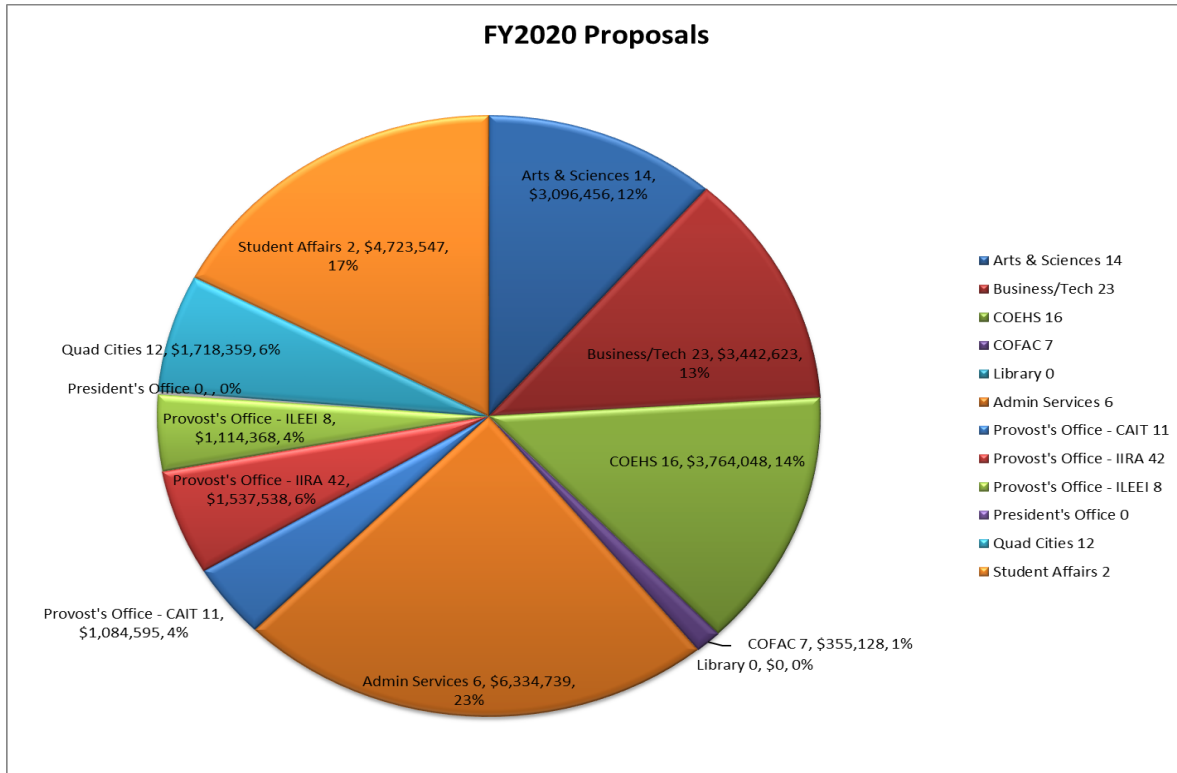
Report No. 20.9/7 Office of Sponsored Projects Annual Report

Despite the pandemic, WIU faculty and staff have been busy submitting proposals and administering awards. In FY20 the number of proposals was approximately the same as FY19, however, proposal dollars decreased over the same time period. In FY20, 141 proposals were submitted for \$27.1M as compared to 138 proposals and \$53.8M in FY19. FY19 proposals included one proposal for \$27M, which skews the comparison. In FY20, WIU received 117 awards for \$28.5M as compared to 124 awards for \$16.3M in FY19. The FY20 numbers include 2 Coronavirus Aid, Relief, and Economic Security Act (CARES Act) proposals and awards for \$8M total. WIU faculty and staff continue to be successful in their scholarly grant endeavors.

While there were many obstacles in fiscal year 20, one not related to coronavirus continues to be the administrative burden from the Illinois Governor's Office of Management and Budget (GOMB) Grant Accountability and Transparency Unit (GATU). The overall goal of GATU was to reduce the burden on entities receiving State grant funds while increasing the State's oversight of grants and contracts. However, the implementation of the Grant Accountability and Transparency Act (GATA) has increased OSP's workload significantly and lengthened the time between approval of funding and receipt of the award document. OSP works closely with project directors as they are now required to complete monthly or quarterly progress reports on GATU forms, which increases their burden. Grant & Contracts Associates are also required to submit documentation of all expenses with each monthly invoice. This year GATU introduced additional guidelines limiting indirect cost reimbursements regardless of the source funds (state or federal). OSP continues to work with project directors to ensure they are informed of the continuing changes and OSP is updating their processes to comply with the myriad of GATA requirements.

An ongoing goal of the Office of Sponsored Projects is to facilitate faculty research by assisting with proposal preparation and external grant award management. We also aim to increase the number of faculty members involved in applying for external funding to support their scholarly pursuits. While all grants are important to research and scholarly activity, WIU applied for or received several large grants during the fiscal year. Dr. Winthrop Phippen, Agriculture, received a \$10M award from the US Department of Agriculture for "Oilseed Pennycress – A New Cash Cover-Crop for the Midwest". Ms. Susie Nichols, Illinois Law Enforcement Executive Institute, received over \$4M in grant funding in FY20, including \$929K from the Illinois Emergency Management Agency for "Homeland Security Preparedness and Program Management." Dr. Eric Faierson, Engineering, continues to work on federal grants with the University of North Texas. He submitted a proposal for \$2M for "Design, Fabrication, and Characterization of Novel Materials and Structures for Ballistic Protection Using Experimental & Computational Techniques." In July 2020 he received the award for \$1.5M. Dr. Christopher Merrett and staff, Illinois Institute for Rural Affairs, continued to stay busy supporting local communities. IIRA submitted 42 proposals for \$1.5M and received 39 awards for \$1.1M. With the previously mentioned CARES Act, WIU received \$3,998,547 for Student Financial Aid and \$3,998,546 for Institutional Support in response to the COVID-19 pandemic. The Corporation for Public Broadcasting issued CARES Act funding to WIUM-FM (\$112k) and WQPT (\$260k). WIU is waiting on additional CARES Act funding from US Department of Education (~\$400k) for institutional expenses and Illinois Department of Commerce and Economic Opportunity (\$92k) to assist Small Business Development Centers with client services related to the pandemic. These are just

a few examples of OSP support of faculty and staff in pursuit of their scholarly endeavors and external funding.



WESTERN ILLINOIS UNIVERSITY

BOARD OF TRUSTEES

September 24, 2020

Report No. 20.9/8 Facility Assessment Report

Current Project status

- In-house
 - Thompson Hall chiller \$1.4M (housing project)
 - Construction bids came in over forecasted budget, Awaiting State Procurement Officer review
 - 2 chillers have been purchased and are ready for installation
 - Electrical equipment awaiting delivery
 - Project planned to be completed by Spring '21
 - Morgan Hall medium voltage switch replacement
 - Switch has been installed and all work associated with this is complete
 - Brophy Hall conference room remodel
 - Funded by departmental donations.
 - Awaiting final decorative piece to be installed by in house staff
 - Remainder of furnishings to be purchased with balance of donated funds
 - Alumni Plaza
 - Project should be complete by Sept 4th, pending weather
 - Bronze sculpture to be uninstalled by artist
 - Historical marker should be delivered and installed by November '20
 - Heating Plant structural repairs
 - Project out for bid
 - Work to commence Fall '20
 - Corbin-Olson Complex exterior repairs
 - Resealing of expansion joints and supplementary precast panel anchoring
 - Scheduling with UHDS for Fall '20
 - Gwendolyn Brooks Park phase II
 - Complete brick patio, additional signage, and planting trees
 - Reveal scheduled for April '21
- Capital Development Board- (CDB projects have been significantly delayed due to the pandemic)
 - Chilled Water loop \$4.3M
 - 75% design documents have been completed and reviewed
 - Awaiting 100% design from the Architectural & Engineering firm
 - Construction planned to begin spring '21
 - *This project will be a significant disruption to the south campus*
 - Roofs \$2.7M
 - Heating Plant Annex complete
 - Currens Hall complete

- Designs of Knoblauch Hall and Malpass Library (building envelope issues) awaiting contract modifications before design can be completed
- Building Piping system replacement \$2.5M
 - Design is complete
 - Project is out for bid
 - Expected to be awarded by late November
 - Work planned to commence summer of '21
 - Priorities have been set to include 80% of the domestic water piping in Morgan and Stipes including changes to the domestic supply main to these buildings.
 - All domestic water distribution piping will be replaced in Browne
 - Select system water line replacement with isolation valves to be in all three buildings (this will help manage potential system water failures in the future)
- Electrical Infrastructure upgrade. \$3.3M
 - Plan to replace multiple transformers, medium voltage cabling, antiquated oil switches, and upgrade two emergency backup systems.
 - Engineering firm is working on 75% project documentation
 - Construction will likely begin summer '21
- Center for Performing Arts
 - \$8.9 million to be released of projected \$91M project
 - CDB is still in negotiations with the A&E firm, this process has been delayed by the pandemic
- Appropriated with no further action
 - \$94.5M Science Center
 - \$28.9M Capital renewal
 - \$30M QC Campus phase III

COVID preparation

- Expenses
 - \$208,310.07 expended by 8-27-20 for material preparation
 - \$109,391.01 expended by 8-27-20 for additional overtime labor
 - \$509,554.73 expended in labor for the shelter in place order
- Highlights
 - Hand Sanitizer (excess of \$10,000)
 - In place in all entryways, elevator lobbies, and many common areas
 - Manufactured 20 portable units
 - 350 HEPA air purifier units in place in all classrooms both campuses (\$74,914)
 - Manufactured classroom and customer service barriers as needed throughout both campuses (excess of \$14,000 in material)
 - Worked with numerous departments across both campuses to establish new occupancy levels for classrooms and other spaces
 - Distributed over 1000 bottles of disinfectant between both campuses
- Staffing levels
 - Increasing building service workers by more than 20% at an estimated cost of more than \$619,297 for the 2020-2021 academic year
 - Adding additional mechanical maintenance staff (short term) to address HVAC changes and increased system expectations at an estimated cost of over \$70,732

Transportation

- Right sizing the Facilities and Maintenance operation fleet
 - Reducing the number of vehicles to align with current employee levels
 - Updating vehicles with surplus from Central Management Services and rental reductions
- Right sizing the campus rental fleet
 - Reducing the number of vehicles in fleet with a target of 80% peak monthly usage
 - Reviewing vehicle models

WESTERN ILLINOIS UNIVERSITY

BOARD OF TRUSTEES

September 24, 2020

Report No. 20.9/9 Office of Equal Opportunity and Access Concerning New Federal Title IX Regulations

New federal regulations were distributed in May of 2020 to become effective August 14, 2020. The regulations took the place of the previous regulations in use since 2011.

The regulations demonstrate a shift from trauma-informed complainant rights to the rights of respondents. Due process, timely notification, and live cross-examination in hearings are the major changes in these regulations. The burden of supportive measures must be shared by both parties pending an investigation, and no form of discipline or sanction may be applied to any respondent until/unless there is a finding of a preponderance of evidence a violation of the WIU Discrimination, Harassment, and Sexual Misconduct Policy took place.

Below is a summary of major changes made to the federal regulations released by the Department of Education:

1) Definition of Sexual Harassment:

The Final Rule defines sexual harassment broadly to include any of three types of misconduct on the basis of sex, all of which jeopardize the equal access to education that Title IX is designed to protect: Any instance of *quid pro quo* harassment by a school's employee; any unwelcome conduct that a reasonable person would find so severe, pervasive, AND objectively offensive that it denies a person equal educational access; any instance of sexual assault (as defined in the Clery Act), dating violence, domestic violence, or stalking as defined in the Violence Against Women Act (VAWA).

The Final Rule prohibits sex-based misconduct in a manner consistent with the First Amendment.

2) Jurisdiction of Campus Community:

The Title IX statute applies to persons in the United States with respect to education programs or activities that receive Federal financial assistance. Under the Final Rule, schools must respond when sexual harassment occurs in the school's education program or activity, against a person in the United States.

Education program or activity includes locations, events, or circumstances over which the school exercised substantial control over both the respondent and the context in which the sexual harassment occurred, and also includes any building owned or controlled by a student organization recognized by the university.

Campuses will not be investigating cases that occur off campus and not in an educational program or in a university-recognized location under Title IX. Campuses will also not be investigating incidents outside of the United States under Title IX.

3) Accessibility to the Title IX Coordinator:

The Final Rule expands a school's obligations to ensure its educational community knows how to report to the Title IX Coordinator. The employee designated by a recipient to coordinate its efforts to comply with Title IX responsibilities must be referred to as the "Title IX Coordinator." Instead of notifying only students and employees of the Title IX Coordinator's contact information, the school must also notify applicants for admission and employment, parents or legal guardians of elementary and secondary school students, and all unions, of the name or title, office address, e-mail address, and telephone number of the Title IX Coordinator. Schools must prominently display on their websites the required contact information for the Title IX Coordinator.

4) The University's Mandatory Response or the Deliberate Indifference Standard:

The Title IX Coordinator must promptly contact the complainant confidentially to discuss the availability of supportive measures, consider the complainant's wishes with respect to supportive measures, inform the complainant of the availability of supportive measures with or without the filing of a formal complaint, and explain to the complainant the process for filing a formal complaint.

The Title IX Coordinator will offer resources to all parties. However, if the complaint does not meet the definition of harassment under the new regulations, the University **MUST** dismiss the charge under Title IX. The incident can be vetted through a different process, such as the Student Code of Conduct.

As long as resources are offered and the process properly vetted, the University has met its obligations under the Deliberate Indifference Standard.

5) Grievance Process:

The Final Rule prescribes a consistent, transparent grievance process for resolving formal complaints of sexual harassment. The Final Rule states that a school's grievance process must:

Require objective evaluation of all relevant evidence, inculpatory and exculpatory, and avoid credibility determinations based on a person's status as a complainant, respondent, or witness.

Training of Title IX personnel must be completed and the training posted on the school website.

A school's decision-makers and investigators must receive training on issues of relevance, including how to apply the rape shield protections provided only for complainants.

Include a presumption that the respondent is not responsible for the alleged conduct until a determination regarding responsibility is made at the conclusion of the grievance process.

Describe the school's appeal procedures, and the range of supportive measures available to complainants and respondents.

Each party can choose an advisor, but if they do not have one, an advisor must be provided by the school.

The advisor will be included in all correspondence from the Title IX office to the parties.

The advisor must attend a pre-hearing meeting with the student and the hearing panel administrator,

where questions for the live cross-examination will be provided. The panel administrator will determine if questions are allowable while considering rape shield obligations.

All evidence, both inculpatory and exculpatory, must be presented at the hearing.

If a witness or party does not attend the hearing, their testimony may not be considered by the hearing panel.

The hearing panel will consist of at least two board members and a decision maker. The decision maker must be present at the hearing.

All correspondence regarding the findings and sanctions should come from the Title IX office.

The burden of gathering evidence and providing proof must remain on the school.

Parties and advisors must be provided the investigative report in electronic format or hard copy with at least 10 days to respond before a hearing is held.

At the live hearing, the decision-maker(s) must permit each party's advisor to ask the other party and any witnesses all relevant questions and follow-up questions, including questions challenging credibility.

Such cross-examination at the live hearing must be conducted directly, orally, and in real time by the party's advisor of choice and never by a party personally.

At the request of either party, the recipient must provide for the entire live hearing (including cross-examination) to occur with the parties located in separate rooms with technology enabling the parties to see and hear each other.

Live hearings may be conducted with all parties physically present in the same geographic location or, at the school's discretion, any or all parties, witnesses, and other participants may appear at the live hearing virtually. - Schools must create an audio or audiovisual recording, or transcript, of any live hearing.

The decision-maker (who cannot be the same person as the Title IX Coordinator or the investigator) must issue a written determination regarding responsibility with findings of fact, conclusions about whether the alleged conduct occurred, rationale for the result as to each allegation, any disciplinary sanctions imposed on the respondent, and whether remedies will be provided to the complainant.

The written determination must be sent simultaneously to the parties along with information about how to file an appeal.

The Final Rule allows a school, in its discretion, to choose to offer and facilitate informal resolution options, such as mediation or restorative justice, so long as both parties give voluntary, informed, written consent to attempt informal resolution.

Schools must not offer or facilitate an informal resolution process to resolve allegations that an employee sexually harassed a student.

Policy can be found here: http://www.wiu.edu/equal_opportunity_and_access/newtitleix.php

WESTERN ILLINOIS UNIVERSITY BOARD OF TRUSTEES

September 24, 2020

Resolution No. 20.9/9 Revision of Board of Trustees Bylaws Section VI. Rules of Order.

WHEREAS, the Board of Trustees has previously adopted Bylaws for Western Illinois University; and,

WHEREAS, revisions to those governing documents are necessary in order to improve operating efficiencies and the Board of Trustees has decided to change its rules of order to operate more effectively; and,

WHEREAS, per Section X of the Bylaws, Board of Trustees Bylaws may be amended at any regular meeting of the Board by a majority vote of the Board.

THEREFORE, be it resolved that the Western Illinois University Board of Trustees approves the revisions replacing the current language in total with the following:

Section VI. Rules of Order for Discussion and Action at Board of Trustee Meetings

A. Introduction

1. These rules exclusively govern the discussion and action by WIU Board of Trustees (BOT) members on all items which arise at Board meetings, except to the extent applicable statutory, court or agency rulings or Board regulations provide to the contrary. There are no other rules, such as Robert's Rules of Order, which apply to discussion and action at Board meetings.
2. Questions with regard to the interpretation or application of these rules will be determined by the Chair of the BOT. The term "Chair of the BOT" in these Rules includes the Vice-Chair in the absence of the Chair of the BOT.

Any determination by the Chair of the BOT regarding the interpretation or application of these rules may be reversed or modified by a motion adopted at the meeting at which the Chair's determination is made. Any such motion must be made promptly following the Chair's determination. Discussion on any such motion is limited to one round per trustee, unless discussion is extended by the Chair of the BOT or the Board.

3. There are six motions which can be made under these rules:

- a. To take action on an agenda item.
- b. To reconsider action taken at the same meeting.
- c. To rescind or modify action taken at an earlier meeting.
- d. To place an item on the agenda for a future meeting.
- e. To extend the time for discussion.
- f. To close discussion, which may include a call for a vote on the motion or to place the item under discussion on the agenda for a future meeting.
- g. To reverse or modify the ruling of the Chair of the BOT on the interpretation or application of these rules.

Motions e and f take precedence over motions a, b, c and d. Motion g takes precedence over all other motions.

- 4. Any trustee may raise a question at any time as to another trustee's compliance with the Board of Trustees Communication and Meeting Guidelines or the Board Bylaws or regulations.

B. Discussion

- 1. Discussion on any matter at a Board meeting must be germane to an item on the agenda for the meeting or, if at a regular meeting, otherwise properly raised for discussion at the appropriate place on the agenda.
- 2. For meeting effectiveness, discussion on each agenda item will proceed in at least two rounds:
 - a. During the first round, each trustee will be provided the opportunity to present his or her views and pose questions to the administration and other trustees.
 - b. During the second round, each trustee will be provided the opportunity to reply to questions and comments from other trustees and the administration and make any additional statement.
 - c. In each round, the President will be provided an opportunity to present his or her views and pose questions to the trustees and other administrators.
 - d. Unless otherwise provided for in the agenda, each trustee will have up to three (3) minutes in the first round and two (2) minutes in the second round to speak.
- 3. Discussion on non-agenda items raised at a regular meeting will be limited to one or two rounds of approximately equal time for each trustee as set by the Chair of the BOT or approved by the BOT. The President will be provided the opportunity to express his or her views in any such discussion.

4. A rotational method shall be administered by the Chair of the BOT to determine the order in which each trustee is afforded the opportunity to participate in discussion.
5. A trustee may forgo, or allocate to another trustee, all or any portion of his or her discussion time.
6. Additional time for discussion may be allowed at the discretion of the Chair of the BOT, with each trustee limited to approximately equal time set by the President.
7. The BOT, upon adoption of a motion, may allow additional time for discussion for each trustee. Discussion on such a motion is limited to one round per trustee.
8. Once discussion has been afforded as provided for above, the Chair of the BOT will close the discussion and call a pending motion for a vote.

C. Action on Agenda Items

1. Action is initiated by a motion made by a trustee. A second is required. Repetitive motions of the same substance are not permitted.
2. Once a motion is made, discussion of the motion will take place under the rules for discussion set forth in Section II. above. A second is required before proceeding with discussion and action.
3. Amendment of a motion is not permitted. If a motion needs to be changed, the motion must either be:
 - a. withdrawn by the maker of the motion with a new motion made in its place, or
 - b. voted upon and defeated, followed by a new motion.
4. Voting:
 - a. A motion passes if it receives the “yes” vote of a majority of those trustees actually voting “yes” or “no” on the motion, unless a different vote or result is required by law.
 - b. A motion fails if it receives an equal number of “yes” and “no” votes or a majority of “no” votes, unless a different vote or result is required by law.
 - c. A trustee who responds to the call for a vote on a motion with “abstain”, “present”, “pass” or similar response will be shown in the minutes to have so voted, but will not be considered to have actually voted for purposes of determining the outcome of the vote, unless a different vote or result is required by the law.

- d. When a different vote or result is required by the law, the motion must receive the required number of “yes” votes in order to pass, and the BOT’s attorney should be consulted to determine the result of responses such as “abstain”, “present” or “pass”.
 - e. When a roll call vote is required by law or requested by the Chair of the BOT or a Trustee, a rotational method of voting shall be administered by the Secretary of the Board or the recording secretary of the Board.
5. Once a motion is adopted, the substance of the action approved by such motion may be reconsidered at the same meeting only through a motion for reconsideration made by a trustee who voted in favor of the motion to be reconsidered. Reconsideration is available only at the meeting at which the action to be reconsidered was taken.
6. Once a motion is adopted, the action reflected in the motion may be rescinded or modified at any later Board meeting by a motion duly made and adopted for rescission or modification if such action is provided for as an agenda item at the later meeting.

WESTERN ILLINOIS UNIVERSITY BOARD OF TRUSTEES

September 24, 2020

Report 20/9.10 Revision to Academic Year 2020-2021 Academic Calendar

In accordance with WIU Board of Trustees Regulations §III.B, the University has developed a University Calendar containing significant academic dates and events during the twelve-month period commencing with each fall term. Earlier this semester, the Academic Calendar Committee met to revise the Academic Year 2020-2021 calendar due to COVID concerns. Attached are the committee's recommendations for the Spring 2021 and Summer 2021 terms. These recommendations were approved by Interim President Abraham on September 11, 2020. A list of the committee members and additional committee documentation are available on the Provost's web site at <http://www.wiu.edu/provost/calendar/proposed.php>.

Fall Semester, 2020

August 24, Monday	Classes Begin
August 28, Friday	Open Registration Ends (FL 2020)
August 31–September 4, Monday–Friday	Restricted Registration (FL 2020)
September 7, Monday	Labor Day (University Closed)
September 8, Tuesday	Classes Resume
October 19, Monday	Advanced Registration Begins (SP 2021)
October 30, Friday	Advanced Registration Ends (SP 2021)
November 1, Sunday	Last Day to Drop Classes or Withdraw from University
November 2, Monday	Open Registration Begins (SP 2021)
November 3, Tuesday	Election Day (State Holiday for 2020—University Closed)
November 4, Wednesday	Classes Resume
November 23–25, Monday–Wednesday	Thanksgiving Break (No Classes)
November 26–27, Thursday–Friday	Thanksgiving Holiday (University Closed)
November 30, Monday	Classes Resume—Alternative Formats
December 14–18, Monday–Friday	Final Exam Week
December 19, Saturday	Virtual Undergraduate and Graduate Commencement

Spring Semester, 2021

January 18, Monday	Dr. Martin Luther King Day (University Closed)
January 19, Tuesday	Classes Begin
January 25, Monday	Open Registration Ends (SP 2021)
January 26–February 1, Tuesday–Monday	Restricted Registration (SP 2021)
February 12, Friday	Lincoln's Birthday (University Closed)
February 15, Monday	Classes Resume
March 15, Monday	Advanced Registration Begins (SU/FL 2021)
March 26, Friday	Advanced Registration Ends (SU/FL 2021)
March 29, Monday	Open Registration Begins (SU/FL 2021)
April 4, Sunday	Last Day to Drop Classes or Withdraw from University
May 3–7, Monday–Friday	Final Exam Week
May 14–16, Friday–Sunday	Commencement Celebration

Summer Session, 2021 Summer session open registration, restricted registration, and withdrawal dates vary.

Check STARS Course Search for details.

May 17, Monday	Pre-Session Begins
May 31, Monday	Memorial Day (University Closed)
June 1, Tuesday	Pre-Session Classes Resume
June 4, Friday	Pre-Session Ends
June 7, Monday	Eight-Week, Six Week, and First Four-Week Sessions Begin
July 2, Friday	First Four-Week Session Ends
July 5, Monday	Independence Day Observed (University Closed)
July 6, Tuesday	Classes Resume
July 6, Tuesday	Second Four-Week Session Begins
July 16, Friday	Six-Week Session Ends
July 30, Friday	All Remaining Sessions End

WESTERN ILLINOIS UNIVERSITY

BOARD OF TRUSTEES

September 24, 2020

Resolution No. 20.9/10 Release of Closed Session Written Meeting Minutes and Audio Recordings

Resolution:

WHEREAS, the Board of Trustees of Western Illinois University must comply with the Illinois Open Meetings Act 5 ILCS 120/1 et seq;

WHEREAS, the Illinois Open Meetings Act requires public bodies to periodically review the minutes of their Closed Session written minutes on at least a semiannual basis to determine what parts of the minutes should be made available to the public because they no longer require confidential treatment;

WHEREAS, pursuant to Section 2.06(d) of the Open Meetings Act, the Board of Trustees has reviewed the written minutes of the closed session minutes of June 8, 2017; July 14, 2017; September 28, 2017, December 14, 2017; March 22, 2018; April 5, 2018; April 30, 2018; May 18, 2018; June 1, 2018; June 7, 2018; June 28, 2018; July 12, 2018; August 23, 2018; September 27, 2018; March 29, 2019; June 13, 2019; June 14, 2019; October 3, 2019; October 4, 2019; December 12, 2019; December 13, 2019; April 30, 2020 and June 11, 2020 to determine whether the need for confidentiality still exists with respect to all or part of the minutes;

WHEREAS, the Illinois Open Meetings Act permits the Board of Trustees to approve the destruction of the verbatim record no less than 18 months after the completion of the meeting;

WHEREAS, the Board of Trustees has reviewed the dates of the verbatim audio recordings of the following meetings: June 8, 2017; July 14, 2017; September 28, 2017; December 14, 2017; March 22, 2018; April 5, 2018; April 30, 2018; May 18, 2018; June 1, 2018; June 7, 2018; June 28, 2018; July 12, 2018; August 23, 2018; September 27, 2018; March 29, 2019; June 13, 2019; June 14, 2019; October 3, 2019; October 4, 2019; December 13, 2019 to determine whether the need for confidentiality still exist and whether to destroy the verbatim recording;

THEREFORE, be it resolved the Board of Trustees of Western Illinois University as follows:

1. The Board has determined that the need for confidentiality of the written minutes dated June 8, 2017; July 14, 2017; September 28, 2017; December 14, 2017; March 22, 2018; April 5, 2018; April 30, 2018; May 18, 2018; June 1, 2018; June 7, 2018; June 28, 2018; August 23, 2018; September 27, 2018; March 29, 2019; June 13, 2019; June 14, 2019; October 3, 2019; October 4, 2019; December 12, 2019; December 13, 2019; April 30 2020 and June 11, 2020 still exists and the

written minutes shall be retained as confidential pending further review in the future to determine their eligibility for release.

2. The Board has determined that the need for confidentiality of the verbatim recording dated June 8, 2017; July 14, 2017; September 28, 2017; December 14, 2017; March 22, 2018; April 5, 2018; April 30, 2018; May 18, 2018; June 1, 2018; June 7, 2018; June 28, 2018; July 12, 2018; August 23, 2018; September 27, 2018; March 29, 2019; June 13, 2019; June 14, 2019; October 3, 2019 ; October 4, 2019; December 13, 2019 and April 30, 2020 still exists and the recordings shall be retained as confidential pending further review in the future to determine their eligibility for release.
3. The Board will on at least a semiannual basis review the closed session written minutes and verbatim audio recordings.