

Western Illinois UNIVERSITY

BOARD OF TRUSTEES

Minutes of the Retreat of the Board of Trustees

Western Illinois University

July 6, 2006

The meeting of the Board of Trustees of Western Illinois University convened on July 6, 2006 at 8:00 P.M. in the Capitol Rooms, University Union, on the campus of Western Illinois University – Macomb. Trustee William L. Epperly, Chair, presided.

Roll Call.

The following Board members responded present to roll call:

Trustee Blake E. Antonides
Trustee Robert J. Cook
Trustee Carolyn J. Ehlert
Trustee William L. Epperly
Trustee Donald W. “Bill” Griffin
Trustee J. Michael Houston
Trustee Steven L. Nelson

Absent: Trustee George J. Guzzardo

Also present:

President Alvin Goldfarb
Provost and Academic Vice President Joseph C. Rallo
Vice President for Advancement and Public Services Daniel L. Hendricks
Vice President for Student Services W. Garry Johnson
Vice President for Administrative Services Jacqueline K. Thompson
Assistant to the President for Planning and Budget Joseph Rives
Assistant Vice President for University Relations John C. Maguire

Public Information Specialist Darcie L. Shinberger
Retreat Facilitator Jane Pierson
Administrative Assistant to the Board Kerry L. Yadgar

Introduction of Comprehensive Campaign Planning

Jennifer McDonough of Bentz Whaley Flessner gave a presentation on the progress of planning for the Comprehensive Campaign. She answered questions from the Trustees.

Review of Agenda for the Retreat on July 7, 2006

Facilitator Jane Pierson introduced herself and outlined the agenda for the Retreat.

Adjournment.

There being no further business to come before the Board, the meeting adjourned at 9:15 p.m.

July 7, 2006

The meeting of the Board of Trustees of Western Illinois University convened on July 7, 2006 at 8:30 A.M. in the Board Room, University Union, on the campus of Western Illinois University – Macomb. Trustee William L. Epperly, Chair, presided.

Roll Call.

The following Board members responded present to roll call:

Trustee Blake E. Antonides
Trustee Carolyn J. Ehlert
Trustee William L. Epperly
Trustee Donald W. “Bill” Griffin
Trustee J. Michael Houston
Trustee Steven L. Nelson

Absent: Trustee Robert J. Cook, Trustee George J. Guzzardo

Also present:

President Alvin Goldfarb
Provost and Academic Vice President Joseph C. Rallo
Vice President for Advancement and Public Services Daniel L. Hendricks
Vice President for Student Services W. Garry Johnson
Vice President for Administrative Services Jacqueline K. Thompson
Assistant to the President for Planning and Budget Joseph Rives
Retreat Facilitator Jane Pierson
Administrative Assistant to the Board Kerry L. Yadgar

President Goldfarb opened the meeting with his goals for the day.

Jane Pierson continued with comments on her role, what she sees with other clients, her job. She asks “how do you want to lead?” The pressure for each member increases on a small board. She reviews the agenda for the day and breaks the participants into groups to discuss metaphors for the present and for the future for Western Illinois University.

Provost Rallo Reports on Seven Points in Academics:

1. Better Balance of Degrees

2. QC – enrollment, facilities, planning, faculty, marketing, flexible scheduling
– QC Retreat on August 1
3. Negotiation of the UPI Contract
4. Distance Learning as a Robust and Self-Sustaining Academic Venture
5. Keeping Faculty Current and Supported
6. Review of Curriculum for Assessment, etc.
7. Extend and Embed the FYE (First Year Experience) Program Beyond the First Year

Vice President Garry Johnson Outlined Six Challenges in Student Services:

1. Financial Aid Funding (state & institutional) – resource needs/unfunded mandates
2. Students with Disabilities – ways to better accommodate
3. Keeping Facilities Current and Meeting Standards
4. Athletics Funding
5. Admissions and Recruitment
6. Students and Parents – issues

Vice President Jackie Thompson on Challenges in Administrative Services:

1. Lack of Capital Funding from State – needed desperately!
2. Air Conditioning on Campus – outdated chillers

Vice President Dan Hendricks on Advancement and Public Services:

1. Principal Challenge – “The 18% Solution”
– boosting involvement of alumni/friends from 12% currently to 18%
2. The case message must be compelling, redundant and effective
3. Developing leaders, volunteers, partners, etc.
4. Needing creative vehicles to appeal
5. Developing and upgrading systems of organization and coordination
6. More effective ways to measure performance are needed
7. “The Three M’s” – Messenger, Mentor, Money
8. Looking for partnerships with the Board of Trustees, President and leaders

Each Vice President answered questions from the Trustees relative to their presentations.

The President discussed issues and challenges for the University from his standpoint:

1. The QC Campus and relationship between the QC and Macomb Campuses.
2. Fundraising – need to engage the entire University
3. Administrative Continuity
4. The Climate/World of the University President in General

The President discussed goals:

1. Retention of Underrepresented Employees
2. Accessible Administration
3. Fundraising
4. Communication
5. Continuing Work with Legislators on Macomb and QC Projects

Student Trustee from QC – options discussed – possibility to serve as Advisory Member?

Board Roles and Responsibilities were discussed with respect to the Board as a whole and in relation to each individual member.

Board Roles and Responsibilities:

1. Working with the senior management team to provide strategy and direction for the institution. This would include discussion and approval of a strategic plan and oversight of strategic initiatives of the university.
2. Fiduciary oversight of the financial and legal obligations of the university. Financial oversight, budgeting, development of an audit function, assuring that the university and the board operate within the requirements of state and federal law.
3. Selection of the President. Recruiting, selection and evaluation of the President of the institution.
4. Knowledge and understanding of higher education governance. This includes being aware of important trends and issues in higher education governance, taking advantage of training and using best practices when operating the board.
5. Securing adequate resources. Working with state and federal officials to assure adequate funding for the campus as well as participating in and initiating funding raising campaigns.
6. Oversight and monitoring of operations, physical plant and facilities. Understanding the campus master plan, advising on operating issues as appropriate and monitoring student life, recreation, athletics and other aspects of the campus community.
7. Public liaison. Representing the university at events, including graduation, meetings of external groups, alumni associations and in other settings. Educating members of the state legislature, the governor, state and local officials, and the public on issues of importance to the university.
8. Oversight and monitoring of investments. Reviewing and monitoring the management of any investments and the university endowment.
9. Monitoring and oversight of academic affairs. Being knowledgeable about the academic program and planned changes or improvements in the program.
10. Board operations and accountability for members:
 - a. Managing or influencing the nominations process for members of the board to assure that experienced and knowledgeable individuals are selected for the board by the governor-- as much as is possible in the public university setting.
 - b. Establishing and maintaining an appropriate structure for operations including the officers, committees, sub-committees, task forces, temporary working groups.
 - c. Participation in meetings, alumni events, graduation, campus events and other activities that will demonstrate board interest and concern for the university.
 - d. Establish and maintain methods to get or exchange information.
 - e. Preparation for meetings through reading and research as appropriate.
 - f. Volunteering for leadership of working groups, committees or other activities.
 - g. Take responsibility for personal education, development and learning. Identify and participate in training as needed by the whole board or individuals on the board.
 - h. Establish and maintain an effective orientation process for all board members (including the student trustee).

The Board discussed the following goals:

1. Push in November Veto Session to get construction funds
2. Gubernatorial commitments – “remind” them of promises made
3. More Proactive in Future Board Member Selection; have a “shortlist” ready
4. Board Involvement on Campuses, such as “Trustee-in-Residence” programs
5. Externally Proactive with Campaign

Next Steps:

1. Committee of the Whole
 - Role of Chair
 - Clarification of Communication Process to Prepare Members for Meetings
 - Audit Subcommittee?
2. Legislation/Resources
 - State Legislator/Political Strategy
 - “Case” – what we want and articulating it
 - Coordination (bring in the legislators)
3. Orientation – Board Operations
 - Adding Trustee Section to Student Trustee Orientation
 - Roles and Responsibilities of Student Trustee (and student from QC?)
 - Give Self-Evaluation Report Cards to Trustees at Orientation for reference
4. Rewrite Trustee Self-Evaluation Report Card
 - Change the scale
 - Add sections/questions
5. Codify the Evaluation Process for the President
 - There is already a process, but put it in writing for sake of continuity
6. Add Retreat for Next Year and Include in Following Years on Regular Calendar
 - Rotate Sites

Adjournment.

There being no further business to come before the Board, the meeting adjourned at 4:00 p.m.

William L. Epperly, Chair, Board of Trustees
Robert J. Cook, Secretary, Board of Trustees
Kerry L. Yadgar, Administrative Assistant to the Board of Trustees