The NEIU Board of Trustees Committees met as follows on September 19, 2013 in the Golden Eagles room at Northeastern Illinois University, 5500 N. St. Louis Ave. The President’s Report is incorporated herein by reference. Chair Azcoitia called the meeting to order.

Approval of Minutes
Chair Azcoitia said that hearing no corrections, the Committee Minutes from June 6, 2013 stand as written.

Chair Announcements:
- Chair Azcoitia welcomed our new student trustee, Franklin Ortega, to the Board. Mr. Ortega was elected by the student body to serve as the student trustee from July 1, 2013 to June 30, 2014. We will give Franklin a more formal introduction during the full Board at 2:00 p.m.
- Chair Azcoitia announced new committee assignments. Our new student trustee, Franklin Ortega, will serve on the Academic and Student Affairs Committee and Trustee Ruscitti will serve as a member on the Finance Committee.

Executive Committee – no report

Academic and Student Affairs Committee 1:20 – 2:01 p.m.

Committee Members present: Barbara Fumo, Jin Lee, and Franklin Ortega
Committee Members absent: Marvin Garcia, Chair
Other Trustees Present: Carlos Azcoitia, Ex-Officio; Bob Biggins, Omar Duque, Darlene Ruscitti, Jonathan Stein
University Liaison: Richard Helldobler

Item Discussed:
Information Item II. A. New Faculty Information, page 25
Information Item II. B. Strategic Planning: FY 2013 Workplan Results, page 30
Information Item II. C. Strategic Planning: FY 2014 Workplan, page 59
Information Item II. D. Key Performance Indicators Progress Report, page 70

- The Provost will introduce our new tenure-track faculty at the 2:00 p.m. Board meeting.
- Northeastern has developed and implemented an extensive strategic planning process, based on the University Mission, Vision, Values, and Goals. Additionally, each Goal has a series of Action Steps; specific activities are selected each year based on the Action Steps. Collectively these activities are called the annual workplan.

Progress in implementing the Strategic Plan is demonstrated in two ways. The first is the listing of Results of the activities each year. For example, the Board agenda includes Information Items on both the Results of the FY2013 Workplan and the new activities selected for the coming year, the FY2014 Workplan. The second way of demonstrating progress on our Plan is the Key Performance Indicators, or KPIs.
President Hahs highlighted a few accomplishments from the 2013 Workplan. The new University website is almost complete; it will launch this year. The University has expanded its articulation agreements with its two-year and other neighboring institutions. The mathematics placement exam is being reviewed. Concentrated and focused work has begun on preparing for the Higher Learning Commission’s “Open Pathways” accreditation process. FY 2014 Workplan highlights include: another step closer to a doctoral program and the new El Centro campus.

President Hahs discussed two KPI charts, 1) Preparation for Present Job and 2) Critical Thinking Ability. Trustee Fumo asked if the students surveyed are working in the same field in which they studied. Hahs explained, surveys are sent to every alum and ask a variety of questions, including “Are you working in the field in which you studied?” About 50% of alums are working in the same field in which they studied.

Chair Azcoitia recognized the University’s progress and a very strategic workplan. Azcoitia expressed his concerns with some performance indicators and asked for more information regarding decreased enrollment and retention, and graduation rates. Hahs acknowledged that first-year to second-year retention has been drifting downward. Provost Helldobler is leading a discussion during University Day related to this topic. Within the past four years, Northeastern has lost 10% of its enrollment which parallels a national trend. There are fewer high school graduates nationally and adult students are entering higher education in lower numbers as well. Northeastern understands it has more work to do around recruitment and has begun to implement some new initiatives. Provost Helldobler explained the following initiatives, Northeastern implemented a new Customer Relations Management (CRM) system; meets with targeted Chicago Public School and suburban counselors; increased large scale application workshops; and expanded high school territories. KPIs show there is work to be done; however, what is happening is not extraordinary especially in the state of Illinois. Provost Helldobler is also working closely with Institutional Research to look at retention through a variety of different lenses; for example, do we lose students based on academic readiness.

Trustee Lee commended the University for its recruitment and retention efforts and requested that Provost Helldobler present the University’s progress to the Board at its next Board meeting in November. As a school board member of the Maine Township District, Lee was shocked to find that less than ten high school students from his district plant to attend Northeastern. A presentation around the vision for recruitment and retention is already scheduled for the November Board meeting during committee.

Trustee Ruscitti commented on preparing middle school students for college. It is very important to get high school and middle school students to think that they can go to college.

Trustee Stein commended the University on its great initiatives given that it only has about half of the recommended counselors on staff to recruit students. Stein added that Northeastern has traditionally focused on the Chicago Public Schools to recruit its students, but should also include within its target market the five collar counties that border Cook County.

Adjourn: 2:01 p.m.

Buildings and Grounds Committee 2:01 – 2:09 p.m.

Committee Members present: Omar Duque, Chair; Barbara Fumo
Committee Members absent: none
Other Trustees present: Carlos Azcoitia, Ex-Officio; Bob Biggins, Jin Lee, Jonathan Stein, and Franklin Ortega.

University Liaisons: Mark Wilcockson and Nancy Medina

Items Discussed:

- Trustee Duque read the construction report as follows.

**Alumni Hall Construction Update:** Construction is in-progress for the Alumni Hall Renovation Project. The center beam supporting the dividing wall has been installed. Drywall and electrical work are in progress. Substantial completion is scheduled for mid-October.

**BBH Vivarium and Marine Organisms Labs:** Construction is substantially complete. The project is currently waiting for the arrival and installation of the entrance doors to complete the project.

**CCICS Auditorium Construction Update:** Construction is in-progress for the CCICS Auditorium Renovation Project. The new floor has been poured, walls for the pre-function space have been framed and electrical work is ongoing. Project completion is scheduled for the end of October.

**Education Building Update:** The University is currently advertising for architectural/engineering design services for the planning of the Education Building. Submittals are due at the end of September.

**El Centro Building Update:** Progress is being made at the new El Centro Campus building. Foundations have been poured, underground utilities are being installed and the steel framing is being erected. Work is on schedule for Fall 2014 classes in the new building.

**Infrastructure Expansion Update:** The Conceptual Design Report for the South Section Infrastructure Expansion Project is in its final draft stage. The project will provide the utility infrastructure for the new Education Building. Proposals are being solicited for the Phase 2 definitive design work.

**PE Auxiliary Gym Floor:** The floor has been installed and is waiting for the stripe painting. Project completion is scheduled for September 20th.

**Roofing and Exterior Façade:** The Capital Development Board approved the architects and released funding of $1.7 million for several major roof repair projects on campus. New roof and wall repairs will be made to the Library and the PE Building. Roof repairs will also be made on Bernard Brommel Hall and Buildings H and J. The project is currently in the report analysis stage after which the design work will commence. The projects will be completed in summer 2014.

**Projects Completed or Nearing Completion:** CCICS East Wall Repair Project is nearing completion. Parking Lot Repairs are completed.

Trustee Lee asked about construction and safety related to buildings and grounds. First, Lee asked what benefits and services are students receiving from the construction projects. Second, Lee asked if there are security cameras throughout campus in buildings and parking lots for safety precautions. Trustee Duque strongly believes that the current construction projects
enhance the student experience. These projects are necessary for Northeastern to remain competitive. Also, Capital dollars can only be used for Capital purposes and therefore these funds cannot be given to students in the form of financial assistance, for example. Vice President Wilcockson addressed the issue of security cameras. A consultant visited Northeastern to assess the placement of security cameras. It’s an expense that does not directly benefit the classroom and would have to be prioritized against other educational priorities.

Adjourn: 2:09 p.m.

Finance Committee 2:09 p.m. – 2:15 p.m.

Committee Members present: Omar Duque, chair; Bob Biggins, and Jonathan Stein
Other Trustees present: Carlos Azcoitia, Ex-Officio; Barbara Fumo, Jin Lee, Darlene Ruscitti and Franklin Ortega
Committee Members absent: none
University Liaisons: Mark Wilcockson and Robert Filipp

Items Discussed:
Review of President’s Report Items

Action Item I. A. FY 2014 University Operating Budget, page 1
Action Item I. B. FY 2015 Operating and Capital Budget Requests, page 11
Information Item II. E. Physical Education Complex, page 71
Information Item II. F. Purchases between $50,000 and $100,000, page 72

Trustee Duque represented the committee as chair and briefly introduced the action and information items.

On a side note: Trustee Lee suggested that the committee meetings be scheduled at a different time to give the Board more time to discuss Board items.

Adjourn: 2:15 p.m.