The meeting of the Board of Trustees of Northeastern Illinois University was convened on Thursday, June 6, 2013, at 2:07 p.m., in the Golden Eagles room at Northeastern Illinois University, 5500 N. St. Louis Ave. Dr. Carlos Azcoitia, Chair of the Board, called the meeting to order.

Roll was called and the following trustees answered present:

Carlos Azcoitia, Chair; Bob Biggins, Omar Duque, Secretary; Barbara Fumo, Marvin Garcia, Jin Lee, Vice Chair; Darlene Ruscitti, Jonathan Stein, and Jesus Nuñez

The following trustees were absent: None

Also present were the following:

Sharon Hahs, President; Tom Arkell, Legal Counsel; Mimi Crespo, Assistant Secretary; University Provost, Vice Presidents, and Staff

Approval of Minutes
Written Minutes of the meeting of April 11, 2013 and the Minutes of the Confidential Executive Session dated April 11, 2013 were prepared and submitted.

Chair's Announcements

- Dr. Darlene Ruscitti was appointed by Governor Quinn effective May 3, 2013 to serve on the Northeastern Board of Trustees. Dr. Ruscitti comes to Northeastern with many years of valuable experience in education and government. Dr. Ruscitti currently serves as the Regional Superintendent of Schools for DuPage County. Ruscitti earned her Doctor of Education Degree from Loyola University in Policy Studies and Administration, and Masters and Bachelor of Education Degrees from Northeastern Illinois University. Ruscitti has been a school board and PTO president, teacher, staff developer, and administrator.

- This is the last meeting for our Student Trustee, Jesus Nuñez. Chair Azcoitia read a resolution to honor and thank Jesus for his service on the Board this past year. Jesus is a senior majoring in Justice Studies and minoring in Sociology and plans to enroll in law school to focus on an area where he can continue to serve the public.

- Chair Azcoitia attended Northeastern’s May Commencement Ceremony at the UIC Pavilion. The ceremony was very well planned and delivered and very successful with many graduates. Azcoitia also attended the Retiree Reception in honor of those who have contributed many years of service to the University.

President’s Announcements

President Hahs asked Provost Helldobler to introduce and congratulate the newly tenured faculty: Kimberly Ambriz, Art; Howard Bultinck, Educational Leadership and Development;
Christina Ciecierski, Economics; Alireza Dorestani, Accounting, Business Law and Finance; Timothy Duggan, Educational Inquiry and Curriculum Studies; Travis Heath, Music; Eileen Kaiser, Teacher Education; Michele Kane, Special Education; Alberto Lopez-Carrasquillo, Teacher Education; Andreas Savas-Kourvetaris, Sociology; Joan Schuitema, Library; Marshall Thompson, Political Science; Lance Williams, Educational Inquiry and Curriculum Studies; Qiumei Xu, Management and Marketing; Ai-Ru Yen, Accounting Business Law and Finance.

President Hahs announced that a copy of the NEIU Internal Audit Annual Report for FY 2012 was mailed to all Trustees in their Board packet; Ron Cierny, Chief Internal Auditor, is present today to answer any questions regarding the report.

President’s Report
The entire President’s Report is incorporated herein by reference.

Action Item I. A. Expenditure Recommendations for Purchases of $100,000 or More - Bernard Brommel Hall Vivarium and Marine Organisms Laboratories
These laboratories support the psychology and biology departments and are used by both faculty and students throughout the year. In the labs, students gain hands-on research experience and training in the use of animal models to understand how brain activity relates to behavior, which includes ethics and husbandry, in addition to experimentation. A working committee, consisting of faculty and staff, was formed to develop and organize space requirements, perform functional analysis for the desired performance, and prioritize the proposed modifications to the existing spaces that will house mice in one room and fish in the other two rooms. Improvements to ventilation systems, lighting, audio/visual systems, equipment, and finishes will be completed. The project was competitively bid on the State of Illinois Public Higher Education Procurement Bulletin website in accordance with the state procurement regulations. Board approval is requested for expenditures related to the general contractor for the project.

Mr. Duque, seconded by Mr. Nuñez, moved to approve the Bernard Brommel Hall Vivarium and Marine Organisms Laboratories.

Roll was called and the vote was as follows:

Azcoitia Yes Duque Yes Garcia Yes Ruscitti Yes Nuñez Yes
Biggins Yes Fumo Yes Lee Yes Stein Yes

The motion carried.

Action Item I. B. Expenditure Recommendations for Purchases of $100,000 or More Alumni Hall
Construction services are required for the renovation of Alumni Hall. The hall will be refurbished with a new demising partition and other finishes and furnishings. Sound and
lighting systems will be replaced, acoustical qualities will be enhanced, and media and technology equipment and mechanical systems will be upgraded. The floor will be resurfaced and the mezzanine level will be concealed. Board approval is requested for expenditures related to the general, ventilation, and electrical contractors for the Alumni Hall Renovation project.

Mr. Duque, seconded by Mr. Nuñez, moved to approve **Expenditure Recommendations for Purchases of $100,000 or More - Alumni Hall**.

Roll was called and the vote was as follows:

Azcoitia  Yes  Duque  Yes  Garcia  Yes  Ruscitti  Yes  Nuñez  Yes  
Biggins  Yes  Fumo  Yes  Lee  Yes  Stein  Yes

The motion carried.

**Action Item I. C. Expenditure Recommendations for Purchases of $100,000 or More – Jacob H. Carruthers Center for Inner City Studies, Donn F. Bailey Legacy Hall Auditorium Renovation**

This project provides necessary improvements to the Donn F. Bailey Legacy Hall Auditorium. Located on the second floor of CCICS, the auditorium will be refurbished with new seating and other furnishings, sound and lighting systems will be replaced, audio/visual equipment will be improved, media and technology will be updated, and the ventilation system will be upgraded. In addition, the seating area pitch will be adjusted to create optimal sight lines, improvements will be made to the stage, and provisions for fulfilling American with Disabilities Act requirements will be made. Alternate 1 includes the construction of a new reception space that will be created for a better public transition into the theater. These improvements are all designed to protect the important historical significance of the building. Board approval is requested for expenditure approval for the general, ventilation, and electrical contractors for the project.

Chair Azcoitia added, there has been a decrease in the number of African American students at Northeastern. The Carruthers Center has a lot of historical significance and a plan to better serve the African American community. These expenditures will help the University serve more students and as a result increase enrollment.

Mr. Duque, seconded by Mr. Garcia, moved to approve the **Expenditure Recommendations for Purchases of $100,000 or More – Jacob H. Carruthers Center for Inner City Studies, Donn F. Bailey Legacy Hall Auditorium Renovation**.

Roll was called and the vote was as follows:

Azcoitia  Yes  Duque  Yes  Garcia  Yes  Ruscitti  Yes  Nuñez  Yes  
Biggins  Yes  Fumo  Yes  Lee  Yes  Stein  Yes
The motion carried.

**Action Item I. D. Expenditure Recommendations for Purchases of $100,000 or More – Jacob H. Carruthers Center for Inner City Studies East Face Façade Repairs**

This project includes the reconstruction of the east parapet wall, removal and reinstallation of terra cotta coping, new roof flashing, grinding and tuck pointing of brick masonry, lintel repairs, terra cotta sill replacement, window perimeter sealant, and window painting. Alternates 1-5 include the replacement of bricks and installation of flashing on the north wall face; roofing repair along east façade; lintel beam repair at 1st floor; window glazing on east façade; and removal of terra cotta pieces from the roof. The project was competitively bid on the state of Illinois Public Higher Education Procurement Bulletin website in accordance with the state procurement regulations. Board approval is requested for expenditure approval for the general contractor for the project.

Mr. Stein, seconded by Mr. Biggins, moved to approve the Expenditure Recommendations for Purchases of $100,000 or More – Jacob H. Carruthers Center for Inner City Studies, East Face Façade Repairs.

Roll was called and the vote was as follows:

- Azcoitia  Yes
- Duque  Yes
- Garcia  Yes
- Ruscitti  Yes
- Nuñez  Yes
- Biggins  Yes
- Fumo  Yes
- Lee  Yes
- Stein  Yes

The motion carried.

**Action Item I. E. Expenditure Recommendations for Purchases Of $100,000 or More – Customer Relationship Management (CRM) System for Recruitment**

This report asks for Board approval to purchase a Customer Relationship Management (CRM) System for Recruitment. A CRM is a computerized system that will allow the University to organize, automate, and synchronize all aspects of interaction with prospective students.

A CRM System for Recruitment will improve student enrollment by enhancing communication campaigns, outreach initiatives, and the tracking of students through the prospect, applicant and admission phases. The CRM will allow for customized communications to mass and uniquely defined populations. It will eliminate manual processes and enhance response time to prospective students. The CRM will build, manage and evaluate communication, marketing and recruitment campaigns. It will share important data and provide robust communications capabilities over the course of the recruitment lifecycle: from the first prospective student inquiry through enrollment. The CRM for Recruitment will provide the ability to notify applicants of required forms or outstanding application documents. It will allow for evaluation of the effectiveness of recruitment and communication initiatives, and will provide dashboard reporting and predictive modeling capability.

Trustee Stein added, the CRM system will place Northeastern in the 21st Century. Stein
asked for a report on the advertising dollars that Northeastern spends compared to its peer institutions. President Hahs offered to provide a summary report with those figures. Vice Presidents Helldobler and Rodriguez explained, Northeastern has recently dedicated over $115,000 for advertising. Most peer institutions in the private sector spend from $500,000 to $1.5 million in advertising. Trustees Stein and Lee emphasized the need to increase the University’s marketing campaigns to attract more students.

Mr. Stein, seconded by Mr. Duque, moved to approve the **Expenditure Recommendations for Purchases Of $100,000 or More – Customer Relationship Management (CRM) System for Recruitment.**

Roll was called and the vote was as follows:

- Azcoitia  Yes
- Duque  Yes
- Garcia  Yes
- Ruscitti  Yes
- Nuñez  Yes
- Biggins  Yes
- Fumo  Yes
- Lee  Yes
- Stein  Yes

The motion carried.

**Action Item I. F. Expenditure Recommendations for Purchases of $100,000 or More – Physical Education Building Pool Solar Heating System**

The project consists of the installation of twenty-seven (27) solar panels mounted on the south-facing sloped roof with tanks, heat exchangers, pumps, piping, and controls located in the mechanical room. The purpose of this project is to offset costs incurred related to natural gas usage for heating the existing indoor pool in the Physical Education Building.

Trustee Lee added, the University should always be very sensitive to the costs associated to these projects during these tough economic times.

Mr. Duque, seconded by Ms. Fumo, moved to approve the **Expenditure Recommendations for Purchases of $100,000 or More – Physical Education Building Pool Solar Heating System**

Roll was called and the vote was as follows:

- Azcoitia  Yes
- Duque  Yes
- Garcia  Yes
- Ruscitti  Yes
- Nuñez  Yes
- Biggins  Yes
- Fumo  Yes
- Lee  Yes
- Stein  Yes

The motion carried.

**Action Item I. G. Approval for Adjustments to the Reserve Limits for Non-Indentured Entities**

Northeastern Illinois University and most governmental entities use fund-based accounting systems. These systems require that restricted monies be held in separate accounts so that those funds are kept segregated from other funds. It should be noted that these reserve limits do not represent cash balances in these various accounts. Instead, these reserve limits
represent the limit on accumulated cash based on the statewide reserve formulas. The Guidelines and the Northeastern Illinois University Board of Trustees Regulations require approval by the Board of Trustees for adjustment to those reserve limits and each June the Board is requested to adjust those limits based on the formulaic calculations.

Mr. Lee, seconded by Mr. Duque, moved to approve the Approval for Adjustments to the Reserve Limits for Non-Indentured Entities

Roll was called and the vote was as follows:

Azcoitia  Yes  Duque  Yes  Garcia  Yes  Ruscitti  Yes  Nuñez  Yes
Biggins  Yes  Fumo  Yes  Lee  Yes  Stein  Yes

The motion carried.

Action Item I. H. Approval of Preliminary Fiscal Year 2014 University Operating Budget

This report provides the information required by the Board of Higher Education for the fiscal year 2014 internal budget. The Northeastern Illinois University Board of Trustees is asked to approve the University operating budget that represents preliminary/estimated spending plans for the upcoming fiscal year beginning on July 1, 2013 and will be asked to approve the final fiscal year 2014 detailed budget at the September 2013 Board meeting.

Trustee Lee added, the National Education Data Center has reported that there will be an increase of approximately 24 million high school graduates in the near future. Marketing and recruitment campaigns should be created to attract this increasing pool of students to Northeastern.

Mr. Fumo, seconded by Mr. Duque, moved to approve the Approval of Preliminary Fiscal Year 2014 University Operating Budget

Roll was called and the vote was as follows:

Azcoitia  Yes  Duque  Yes  Garcia  Yes  Ruscitti  Yes  Nuñez  Yes
Biggins  Yes  Fumo  Yes  Lee  Yes  Stein  Yes

The motion carried.

Action Item I. I. Tenure Recommendation for the Dean of Graduate Studies and Research

President Hahs recommends Dr. Michael Stern, College of Graduate Studies and Research, for tenure at the rank of professor in the Department of Biology in the College of Arts and Sciences at Northeastern Illinois University. Dr. Stern comes to us from the University of Central Florida where he served as Associate Dean of the College of Graduate Studies, as well as professor of biology. His record includes service at Yale University School of Medicine and Massachusetts Institute of Technology Department of Biology and the Howard...
Hughes Medical Institute. He holds the Ph. D. in Biochemistry from the University of California at Berkeley and the B. S. in Molecular Biophysics and Biochemistry from Yale College.

Mr. Stein, seconded by Ms. Ruscitti, moved to approve the Tenure Recommendation for the Dean of Graduate Studies and Research

Roll was called and the vote was as follows:

Azcoitia  Yes  Duque  Yes  Garcia  Abst.  Ruscitti  Yes  Nuñez
Biggins  Yes  Fumo  Yes  Lee  Yes  Stein  Yes  (student cannot vote on tenure)

The motion carried.

Board Committee Reports

Executive – no reports at this time.

Academic and Student Affairs – Trustee Garcia represented the committee and announced there are no reports at this time.

Buildings and Grounds – Trustee Duque represented the committee and explained that the Construction Update was read during committee.

Finance - Trustee Duque represented the committee and explained that all issues have been discussed during committee.

Legal Counsel Report

Mr. Arkell explained to the Board that the Legal Counsel Report was distributed and he would answer any questions in executive session.

Old Business

Trustee Lee commended the University for updating the monthly inspections on the fire extinguishers across the University. Lee also congratulated the University Foundation for raising more than $1 million in donor funds.

New Business/Announcements

Upcoming Events

Chair Azcoitia announced the following upcoming events:
1. **Board Development** – Thursday, August 1, 8:45 a.m. to 12:00 p.m. on main campus.

2. **Next Board Meeting** - Thursday, September 19 at the main campus in the Golden Eagles room.

3. **Meet the Trustees Reception** - Immediately following our Board Meeting on September 19.

**Opportunity for Public Comment in Accordance with Public Act 91-0715**
Chair Azcoitia announced, we now come to the Opportunity for Public Comment section of the Agenda. The purpose of Public Comment is for the Board to hear from the public regarding matters of interest or concern. We will not enter into general discussion or open debate on issues that might be raised. So, while the Board welcomes Public Comments, we will not respond to them at the present time.

Today we have 1 individual scheduled to speak; the request was placed in advance. Time is limited to 2 minutes. To assist us, our Board Secretary, Mimi Crespo, will announce when 30 seconds remain and when time is up and the Chair will alert the speaker to please conclude.

**Public Comment Speaker: Curtis Faulkner**, a student, was scheduled to speak, but had to leave for class before the public comment section.

When Chair Azcoitia announced the closure of the public comment section, Mr. Ronald Gertzman, a community member, stood up and announced that he was scheduled to speak regarding the El Centro construction project. The Board Secretary, Mimi Crespo, explained that Gertzman had not confirmed his attendance to speak at this meeting. Chair Azcoitia advised Mr. Gertzman to please follow the public comment rules and make arrangements to speak at the next Board meeting.

**Convene in Executive Session**
At 2:43 p.m., Mr. Lee, seconded by Ms. Fumo, moved to convene in executive session to consider: 1) the employment, appointment, compensation, and performance of employees, as permitted by Section 2. (c) (1), 2) pending, probable or imminent litigation, as permitted by Section 2. (c) (11), and 3) the purchase or lease of real property as permitted by section 2. (c) (5) of the open meetings Act.

Roll was called and the vote was as follows:

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<th>Trustee</th>
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<tr>
<td>Azcoitia</td>
<td>Yes</td>
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<td>Duque</td>
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<td>Garcia</td>
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<td>Ruscitti</td>
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<td>Nuñez</td>
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<td>Biggins</td>
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<td>Lee</td>
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<td>Stein</td>
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The motion carried.
Reconvene in Open Session
At 4:47 p.m., Mr. Lee, seconded by Mr. Duque, moved to reconvene in open session.

Roll was called and the vote was as follows:

Azcoitia  Yes  Duque  Yes  Garcia  Yes  Ruscitti  Yes  Nuñez  Yes  
Biggins  Yes  Fumo  Yes  Lee  Yes  Stein  Yes

The motion carried.

Mr. Duque, seconded by Ms. Fumo, presented the following motion:

I move that the President of the University, and her designees, are authorized and empowered to negotiate a contract for the purchase and subsequent lease of the property at 3426 W. Bryn Mawr, Chicago, Illinois, in accordance with the terms of the letter of intent executed between the University and the owner of the property, and consistent with the parameters outlined during the Board's executive session held June 6, 2013.

Roll was called and the vote was as follows:

Azcoitia  Yes  Duque  Yes  Garcia  Yes  Ruscitti  Yes  Nuñez  Yes  
Biggins  Yes  Fumo  Yes  Lee  Yes  Stein  Yes

The motion carried.

Trustee Stein, seconded by Ms. Fumo, presented the following motion:

I move that, subject to the terms of her Employment Agreement, the President’s employment be extended for an additional three year period from July 1, 2014 through June 30, 2017.

Roll was called and the vote was as follows:

Azcoitia  No  Duque  Yes  Garcia  No  Ruscitti  Yes  Nuñez  No  
Biggins  Yes  Fumo  Yes  Lee  Yes  Stein  Yes

The motion carried.

Mr. Garcia, seconded by Mr. Stein, moved that the confidential written minutes of the executive session dated June 14, 2012 no longer require confidential treatment and are available for public inspection.
Roll was called and the vote was as follows:

Azcoitia  Yes  Duque  Yes  Garcia  Yes  Ruscitti  Yes  Nuñez  Yes
Biggins  Yes  Fumo  Yes  Lee  Yes  Stein  Yes

The motion carried.

Mr. Garcia, seconded by Mr. Stein, moved to approve the destruction of verbatim records for the meeting held on November 10, 2011 as follows:

Whereas, 5 ILCS 120/2.06(a) requires public bodies to keep verbatim records of all closed meetings in the form of a video or audio recording; and
Whereas, 5 ILCS 120/2.06(c) provides that these verbatim records may be destroyed after eighteen (18) months but only after: 1) the public body approves destruction of a particular recording; and 2) the public body approves Minutes of the closed meeting that meet the written requirements applicable to open meetings; and
Whereas, the Board of Trustees has reviewed written Minutes of the closed meetings held on November 10, 2011 and those written Minutes meet the written minutes requirements; and
Whereas, the Board of Trustees believes that the destruction of the verbatim records is appropriate:
Therefore, be it resolved that the Board of Trustees of Northeastern Illinois University approves 1) the written Minutes of the closed meetings held on November 10, 2011 2) the destruction of the verbatim records of the closed meetings held on November 10, 2011 and, 3) directs the Assistant Secretary of the Board of Trustees to destroy said verbatim records.

Roll was called and the vote was as follows:

Azcoitia  Yes  Duque  Yes  Garcia  Yes  Ruscitti  Yes  Nuñez  Yes
Biggins  Yes  Fumo  Yes  Lee  Yes  Stein  Yes

The motion carried.

Adjourn
At 4:50 p.m., the Board unanimously agreed to adjourn.

Carlos Azcoitia, Chair
Mimi Crespo, Assistant Secretary