The NEIU Board of Trustees Committees met as follows on April 10, 2014 in the Donn F. Bailey Legacy Hall at Northeastern Illinois University (CCICS campus) located at 700 E. Oakwood Blvd. The President’s Report is incorporated herein by reference. Vice Chair Jin Lee called the meeting to order.

Approval of Minutes
Vice Chair Lee said that hearing no corrections, the Committee Minutes from February 27, 2014 stand as written.

Executive Committee
Committee Members present: Jin Lee, Vice Chair; Omar Duque, Secretary, and Jonathan Stein, member pro tem
Committee Members absent: Carlos Azcoitia, Chair
Other Trustees Present: Bob Biggins, Barbara Fumo, Marvin Garcia, Darlene Ruscitti, and Franklin Ortega

President Hahs discussed Information Item II. A. University Governance Policy Amendment. Article III of the Board of Trustees governing policies authorizes the Board to amend its policies by a majority vote upon the recommendation of the President. The University Advisory Council has asked President Hahs to recommend a change to the Board’s policies to reflect how Northeastern engages in shared governance. In accordance with that request, Hahs will recommend an amendment to Article II Section 6 A when the Board meets in June 2014. The proposed change to Participation in University Governance, Shared Participation, is outlined in the President’s Report. The change entails substituting the word “University” for “campus,” in acknowledgment that Northeastern comprises four sites. Additionally, the amendment removes the qualifiers “academic” and “faculty government” from the duly constituted committees that may participate in the decision-making of the University generally. Finally, the amendment reserves, for the appropriate and duly constituted committees of faculty government, participation in decision-making over curriculum and academic affairs.

Academic and Student Affairs Committee
Committee Members present: Barbara Fumo, Marvin Garcia, Jin Lee, and Franklin Ortega
Committee Members absent: none
Other Trustees Present: Bob Biggins, Omar Duque, Darlene Ruscitti, and Jonathan Stein
University Liaison: Richard Helldobler

- Trustee Garcia represented the committee and explained that the committee has four points, 1) Tenure Recommendations, 2) Honorary Degree for Spring Commencement, 3) Update on Recruitment and Retention, and 4) a PowerPoint Presentation on International Programs.

- Dr. Berlin, director for International Programs, thanked President Hahs and the Board for the invitation to present information about Northeastern's Office of International programs. Dr. Berlin introduced members of his team: Dr. Kyu Park, associate director; Mr. Ryan Miller,
coordinator for study abroad; Mr. Jerrad Langlois, specialist for new intensive English program; Mr. Wojciech Wloch, coordinator for international partnerships; and Mr. Dan Gillespie, civil service assistant. Over the past year the Office of International Programs (OIP) has been engaged in a variety of initiatives in an effort to bring more students to Northeastern and to make the interaction with our international participants much more effective. Under the general goal of Student Success, OIP has been reviewing existing partnerships and agreements and looking at different avenues for utilizing those agreements to bring new revenues into the University. OIP has promised to identify and establish new international partnerships in a variety of different locations, specifically those that can be of great interest for our students. Currently, OIP has a total of 24 partnerships around the world. New contacts have been made in Colombia and new initiatives are being explored in China and Saudi Arabia. In terms of Urban Leadership, OIP has been more active in working with different organizations worldwide, for example, attending HACU events, working with Education USA as well as the Department of State, and US Commercial Service. From Fall 2013 to Spring 2014, OIP has greatly exceeded its target by bringing in 39% new students.

- President Hahs continued to discuss the President’s Report.
  Action Item I.A. Tenure Recommendations, page 1
  Action Item I.C. Honorary Degree for Spring Commencement, page 7

- Trustee Garcia discussed the issues of recruitment and retention. In terms of the status of recruitment efforts, Northeastern is currently 5% behind its goal for new undergraduate students for Fall 2014. The overall goal is to be at level in terms of last year’s enrollment. There are nine major recruitment events scheduled by the end of June to get on target which includes direct mail, social media, billboards and high school visits. In terms of recruitment strategy, Northeastern is focusing on schools that have potential students but have been underserved. Memorandams of Understanding (MOUs) with various community organizations to recruit first generation and undocumented students are in motion. A coordinator for African American recruitment has been appointed to reach out to community centers and churches to increase recruitment efforts in the African American community. There are plans to hire two permanent recruiters next year. On the retention side, Northeastern recently lost 40% of its freshmen. Data on why these students are dropping out was requested. Perhaps an electronic survey can collect data on reasons why students are dropping out to provide the University with ideas for intervention.

- Trustee Stein asked for more information on the concentration in the collar counties. The Provost explained that recruiters have been placed in those areas more frequently than in the past. Enrollment services is tracking those numbers and will be able to report on those numbers in the fall.

- Trustee Duque asked about the 40% loss of freshmen and the 5% of new freshman short of our goal. President Hahs explained that preparation for college courses is one issue and finances is another. The 5% of new freshmen translates to 50 students. Part of Northeastern’s challenge in meeting the freshman goal was due to bad weather that led to cancellations in recruitment and visitation days.

- Trustee Lee discussed the enrollment increases over the past year at other universities, for example, UIC and Loyola experienced increases of 8% and 22%, respectively. Therefore, Lee feels there is a large student market and Northeastern should aggressively recruit from this group.
- Trustee Stein asked about graduate enrollment. Helldobler explained that graduate enrollment is up 30% from last year.

**Buildings and Grounds Committee**
Committee Members present: Omar Duque, Chair; and Barbara Fumo
Committee Members absent: none
Other Trustees present: Bob Biggins, Marvin Garcia, Jin Lee, Darlene Ruscitti, Jonathan Stein, and Franklin Ortega
University Liaisons: Michael Pierick and Nancy Medina

Items on agenda:
- President’s Report Items:
  - Construction Report

- Trustee Duque read the construction report as follows.

**CCICS Auditorium Construction Update:** The CCICS Campus has been regularly using the facility since December. The final items, WiFi and the Assisted Listening System, are in progress. **Education Building Update:** The University selected the design firm Smithgroup/JJR, through the Qualifications Based Selection Process. The contract is under execution with the Capital Development Board. A campus committee is meeting to review the detailed space program created five years ago to ensure it is up to date and complete. **El Centro Building Update:** Construction is progressing at the new El Centro Campus building. The curtain wall is 95% complete. The first and second floors have the majority of the mechanical, electrical, and plumbing systems in place and are 90% framed out. Eighty percent of the first floor is also dry walled. Work is scheduled to be complete for Fall 2014 classes. **Infrastructure Expansion Update:** The contract for the Phase 2 definitive A/E design work has been approved, and will commence on March 1. Design work has begun, and is expected to be complete by October 2014. **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 and wall repairs will also be made on Building H. The bid documents are complete and CDB is preparing to send them out for bid. Construction is scheduled to commence in summer 2014.

**Finance Committee**
Committee Members present: Omar Duque, chair; Bob Biggins, Darlene Ruscitti, and Jonathan Stein
Committee Members absent: none
Other Trustees present: Barbara Fumo, Marvin Garcia, Jin Lee, and Franklin Ortega
University Liaisons: Michael Pierick and Robert Filipp

Items on agenda:
- President’s Report Items
  - Action Item I. B. Expenditure Recommendations for Purchases of $100,000 or more – Bernard Brommel Hall Microbiology Lab, page 5
  - Information Item II. B. Purchases between $50,000 and $100,000, page 9

Adjourn