Table of Contents

I. ACTION ITEMS
   A. Tenure Recommendation for Dr. Troy Harden, Director of the Masters in the Social Work Program.................................................................2
   B. Recommendation for Transfer of Tenure for Dr. Francisco Xavier Gaytán to the College of Education.................................................................3
   C. Approval of Labor Agreement - Metropolitan Alliance of Police (MAP) Chapter 630.................................................................4
   D. Indirect Costs Fund Balance Carryover...........................................................................................................................................5
   E. Expenditure Recommendation for Purchases of $100,000 or More – South Campus Utility Plant Ventilation Rebid.................................................................6
   F. Approval of Bachelor of Fine Arts (BFA) in Graphic Design.......................................................................................................................7

II. INFORMATION ITEMS
   A. Minority and Female Business Enterprise Supplier Diversity Program (MAFBE) Report........17
   B. ERP Ellucian Purchase.................................................................................................................................................19
   C. Second Quarter Budget to Actual........................................................................................................................................20
   D. Construction Update.................................................................................................................................................23
   E. News and Events.................................................................................................................................................24
I. A. ACTION ITEM:  TENURE RECOMMENDATION

Overview
When Northeastern Illinois University conducted its search for the director of the new Masters of Social Work (MSW) Program, the announcement included under qualifications, the requirement for demonstrated commitment to teaching excellence, active scholarship and service.

Dr. Troy Harden’s appointment is the outcome of that search. The process was thorough and exacting; the candidates were evaluated by the Search Committee, the entire University Community of faculty, staff and students, the Interim Dean of the College of Arts and Sciences and the Provost. Dr. Harden comes to us from Chicago State University, where he served as an Associate Professor in the Department of Social Work. His record includes service as Associate Professor at Chicago State University; Clinical Supervisor at City of Chicago Men’s Programs/TASC Program Interventions Southwood; Youth Therapist/Gang Intervention at Youth Guidance, West Englewood Team; and Mental Health Therapist at Mercy Hospital and Medical Center.

He holds the Ed.D. in Curriculum Studies from DePaul University, the M.S.W. from Loyola University of Chicago and the B.A. in Psychology/Sociology from Chicago State University. His research work includes 10 original published articles, six manuscripts in progress and dozens of presentations, workshops and trainings. Further, Dr. Harden possesses not only significant experience, but also a deep understanding of higher education and an abiding commitment to student success, graduate education, and research.

In keeping with the Regulations of the NEIU Board of Trustees, this recommendation is supported by the faculty in the Department of Social Work.

Therefore, Board approval is requested for the award of tenure for Dr. Troy Harden at the rank of Associate Professor in the Department of Social Work in the College of Arts and Sciences at Northeastern Illinois University.
I. B. ACTION ITEM: RECOMMENDATION FOR TRANSFER OF TENURE

Overview
Article 7.03 of the Collective Bargaining Agreement between the University Professionals of Illinois 4100 and Northeastern Illinois University provides for the possibility to transfer faculty tenure from one academic unity to another with Board approval.

Dr. Francisco Xavier Gaytán was hired as an Assistant Professor in the Department of Social Work in NEIU’s College of Arts and Sciences in 2009. At that time, he had completed a Ph.D. in Psychological Development at New York University, an Ed.M. from Harvard University and an M.S.W. from the University of California, Berkeley. His research focuses on the well-being of Latino immigrant youth and families in urban settings. Based on the President’s recommendation, the Board of Trustees granted Dr. Gaytán tenure in the Department of Social Work beginning in Fall 2015.

In addition to the courses he taught in the Department of Social Work, Dr. Gaytán began teaching in the Higher Education: Latino Leadership (ENLACE) program in the College of Education at Northeastern in 2011. Student feedback indicated that he was an exceptional teacher and mentor for the ENLACE students. In the fall of 2011, the dean of the College of Education appointed Dr. Gaytán as Interim Director, on a part-time basis, of the ENLACE program in Higher Education. Subsequently, he accepted a permanent joint appointment between the Department of Social Work and the Department of Educational Leadership and Development, serving as the half-time Director of ENLACE. Since assuming the directorship, Dr. Gaytán has emphasized the importance of rigorous academic performance, the conceptualization and implementation of research, attendance at professional conferences, and aspiring to doctoral programs for ENLACE students. Consequently, enrollment has improved in the program, resulting in its need for Dr. Gaytán’s full-time attention.

Dr. Gaytán’s full-time employment will be permanently transferred to the Department of Educational Leadership. Therefore, Board approval is requested for the transfer of Dr. Frank Gaytán’s tenure from the Department of Social Work to the Department of Educational Leadership and Development.
I. C. ACTION ITEM: APPROVAL OF LABOR AGREEMENT - METROPOLITAN ALLIANCE OF POLICE (MAP) CHAPTER 630

The University and the Metropolitan Alliance of Police (MAP) Chapter 630 negotiated for over a year. MAP Chapter 630 represents approximately 18 employees throughout the University. After several negotiation sessions, the parties engaged in two days federal mediation, which yielded agreements on some non-economic terms. Ultimately, the contract was the subject of impasse arbitration. The resulting agreement covers both language and wages with a term of three years, from July 1, 2014, to June 30, 2017.

The arbitrator's wage award provides for increases in each of the three contract years. The increases by fiscal year are:

- Fiscal Year 2015, 3% pay increase effective July 1, 2014.
- Fiscal Year 2016, 3% pay increase effective July 1, 2015.
- Fiscal Year 2017, 3% pay increase effective July 1, 2016.

The agreement also includes some language changes.

Approval of this contract is requested.
I. D. ACTION ITEM: INDIRECT COSTS FUND BALANCE CARRYOVER

The University receives Indirect Cost (IC) reimbursements for expenses associated with supporting the activities of governmental grants and contracts. The ways in which IC reimbursements may be used are defined by the Illinois Legislative Audit Commission (LAC) University Guidelines as:

- To pay for the costs of grants and contracts operations of the institution;
- To pay for overhead expenses of the university in a manner consistent with the formulae under which the funds were recovered; and
- For payment of cost sharing and matching requirements of grants and contracts.

The LAC University Guidelines stipulate that IC funds be expended pursuant to the allocation of funds within the University's budget as adopted by the Board. The preliminary fiscal year (FY) 2016 University operating budget approved by the Board in June, 2015, reflected $1.49 million in expected IC funds.

The LAC Guidelines require a formulaic determination of allowable IC fund balance carryover following the end of each fiscal year, with any excess being transferred to the Income Fund. Following that calculation and any required transfer, the Guidelines allow any remaining fiscal end-of-year balance to carry over into the subsequent fiscal year, when approved by the Board.

Any such carry over would typically be included in the annual budget presented to the Board for approval with the final University operating budget in September. However, since the University has no approved State appropriation, it is not yet able to present a final budget for Board approval.

Given this year's unprecedented budgetary situation, the University requests that the Board separately approve a revised IC budget of $1,651,000, the sole change which is to include $161,571 in FY2015 IC carryover funds for expenditure in FY2016.
I. E. ACTION ITEM: EXPENDITURE RECOMMENDATION FOR PURCHASES OF $100,000 OR MORE – SOUTH CAMPUS UTILITY PLANT VENTILATION REBID

Background
The Board approved the heating, ventilation, and plumbing subcontractors for this south campus utility infrastructure project on April 9, 2015, and approved the general contractor and electrical subcontractor on June 18, 2015. The ventilation subcontractor who was awarded the bid is no longer in business, so the ventilation services portion of the project had to be rebid.

South Campus Building Plans
Northeastern has state funding appropriated for the planning and construction of a new Education Building to be located in the south campus. The architectural firm has begun the construction drawings for this building, though the project has been delayed by the Governor due to the lack of a State budget.

Long range plans for the south end of campus also include a new science building, an additional parking structure, and a new child care facility. Given the new Education Building and these long-term building plans, it is necessary to execute the rebid process for the ventilation contractor.

Rebid Process
The purchasing rebid process for selecting a replacement ventilation services subcontractor will be completed in late January. At the time of this printing, the bids have not been finalized; an updated item will be provided to the Board as an addendum.

Board approval is requested for expenditures related to the ventilation contractor for the South Campus Utility Infrastructure project.

PROJECT COST:

Base Bid, in addendum
Additional funds if needed, in addendum
TOTAL COST, in addendum

Source of Funds
University Reserve Funds, amount in addendum

Recommended Vendor
In addendum

Summary of Bids
In addendum
I. F. ACTION ITEM:  APPROVAL OF BACHELOR OF FINE ARTS (BFA) IN GRAPHIC DESIGN

Introduction
Northeastern Illinois University is seeking approval by the Board of Trustees to offer a Bachelor of Fine Arts (BFA) in Graphic Design. Following Board approval, the University will seek degree-granting authority for this program from the Illinois Board of Higher Education. The University will not implement this new program in the Fall 2016 semester without an adequate state appropriation. Once implemented, the University will also seek accreditation for the Bachelor of Fine Arts in Graphic Design from the National Association of Schools of Art and Design (NASAD).

Background
Northeastern Illinois University presently offers a Bachelor of Arts (BA) in Studio Art, which is accredited by NASAD. The Department reinstituted the concentration in Graphic Design in the studio major in 2010. After one year, we had 15 active students in the concentration. Therefore the faculty began considering a Bachelor of Fine Arts (BFA) degree program in that area.

The inclusion of a BFA in Graphic Design is a natural extension of our BA in Studio Art major. While the BA degree in Studio Art prepares students for beginning level work as visual artists, the BFA is a professional degree focused specifically on Graphic Design which prepares students for an applied professional practice and career opportunities in print design, art direction, multimedia design, advertising, packaging design, type design, and web design. The curriculum includes an internship requirement, providing students the opportunity to integrate and apply academic knowledge in a real-world setting. As a result, the students will be able to include this experience on their resume; they will also be able to supply future employers samples of their work in their professional portfolios.

Locally, BFAs in Graphic Design are offered at The School of the Art Institute ($1438.00 per credit hour), Columbia College ($985.00 per credit hour) and University of Illinois at Chicago ($727.00 per credit hour). NEIU’s 2016-2017 tuition ($349.37 per credit hour) is very competitive and is an attractive asset for recruitment.

We anticipate enrolling 26 full-time students by the third year of operation and growing to a potential 46 full-time students in 5 years. NEIU’s location in the City of Chicago provides the Bachelor of Fine Arts in Graphic Design majors easy access to design studios and advertising and marketing firms in the metropolitan area. This is another attractive asset for prospective local, national and international students. Marketing and recruitment will focus on high schools, two-year colleges and our international partners.

Contribution to the University Mission and Strategic Plan
The BFA in Graphic Design will contribute to the NEIU mission to prepare a diverse community of students for leadership and service. In particular, the BFA in Graphic Design requires students to participate in internships and encourages study abroad. Furthermore, the proposed BFA will directly support several specific goals of the NEIU Strategic Goals and Action Steps.

Goal 1.1 Increase the enrollment of both undergraduate and graduate students.  
Program contribution: The BFA in Graphic Design will increase the number of full-time undergraduate students by 42 in five years.

Goal 1.2 Increase retention and graduation rates for all students. Identify and implement high-impact practices for all students with a special focus on underrepresented populations.  
Program contribution: The entire curriculum of BFA in Graphic Design will be offered using high-impact practices. The national data indicates that the use of high impact practices at the post-secondary level of instruction increases retention and graduation rates, particularly for first-generation and underrepresented student populations.
I. F. ACTION ITEM:  APPROVAL OF BACHELOR OF FINE ARTS (BFA) IN GRAPHIC DESIGN

Goal 2.4 Focus on academic programs linked to regional economic development and workforce demands for the global society.

*Program contribution:* The field of Graphic Design is continually growing. According to the National Bureau of Labor Statistics, overall employment of graphic designers is projected to grow 7 percent from 2012 to 2022. Employment of graphic designers in computer systems design and related services is projected to grow 35 percent over the same period.

Goal 2.5 Support and create academic and professional development opportunities for students through internships, international study, research, service learning, and career services.

*Program contribution:* An internship experience in Graphic Design is a curricular requirement, and major advisors will strongly encourage a study abroad experience.

Goal 3.4 Encourage and support programs that expand understandings of our urban metropolis, with emphasis on our community partners.

*Program contribution:* The BFA in Graphic Design provides an educational framework integrated in the community of our city. Students will offer design services to local communities through applied community projects. Additionally, students will participate in local professional design events. This is particularly valuable as Chicago boasts one of the most vibrant graphic design communities in the country.

Curriculum and Assessment

Catalog Description

Graphic Design is an applied arts program that teaches the process of developing visual solutions to communication problems, offering students guided hands-on experience in creating visual messages in print and electronic media using type, color, photography, animation and various other techniques. In addition, students will receive a broad historic and theoretical understanding of Graphic Design. Career opportunities in advertising, marketing, publishing, branding and interactive services will be introduced to the students, and special attention will be paid to establishing a relationship with the local design community.

Recommended curricular map for degree completion in 4 years:

**Foundation curriculum**

**FIRST YEAR**

<table>
<thead>
<tr>
<th>FALL COURSE NUMBER AND NAME</th>
<th>CR</th>
<th>SPRING COURSE NUMBER AND NAME</th>
<th>CR</th>
</tr>
</thead>
<tbody>
<tr>
<td>ART 130 Two-Dimensional Design</td>
<td>3</td>
<td>ART 140 Three-Dimensional Design</td>
<td>3</td>
</tr>
<tr>
<td>ART 120 Drawing I</td>
<td>3</td>
<td>ART 240 Drawing II</td>
<td>3</td>
</tr>
<tr>
<td>Gen Ed</td>
<td>3</td>
<td>ART 281 Intro to Graphic Design</td>
<td>3</td>
</tr>
<tr>
<td>Gen Ed</td>
<td>3</td>
<td>Gen Ed</td>
<td>3</td>
</tr>
<tr>
<td>Gen Ed</td>
<td>3</td>
<td>Gen Ed</td>
<td>3</td>
</tr>
<tr>
<td>TOTAL</td>
<td>15</td>
<td>TOTAL</td>
<td>15</td>
</tr>
</tbody>
</table>
I. F. ACTION ITEM: APPROVAL OF BACHELOR OF FINE ARTS (BFA) IN GRAPHIC DESIGN

SECOND YEAR

<table>
<thead>
<tr>
<th>FALL</th>
<th>CR</th>
<th>SPRING (portfolio due in April)</th>
<th>CR</th>
</tr>
</thead>
<tbody>
<tr>
<td>ART 284 Typography I</td>
<td>3</td>
<td>ART 381 Studio in Graphic Design (repeatable)</td>
<td>3</td>
</tr>
<tr>
<td>ART 106 Introduction to Art History I</td>
<td>3</td>
<td>ART 107 Introduction to Art History II</td>
<td>3</td>
</tr>
<tr>
<td>ART 234 Color Theory</td>
<td>3</td>
<td>ART 282 Intro to Computer Graphics</td>
<td>3</td>
</tr>
<tr>
<td>Gen Ed</td>
<td>3</td>
<td>Gen Ed</td>
<td>3</td>
</tr>
<tr>
<td>Gen Ed</td>
<td>3</td>
<td>Gen Ed</td>
<td>3</td>
</tr>
<tr>
<td>TOTAL</td>
<td>15</td>
<td>TOTAL</td>
<td>15</td>
</tr>
</tbody>
</table>

Advanced curriculum

THIRD YEAR

<table>
<thead>
<tr>
<th>FALL</th>
<th>CR</th>
<th>SPRING</th>
<th>CR</th>
</tr>
</thead>
<tbody>
<tr>
<td>ART 285 Image</td>
<td>3</td>
<td>ART 250 Printmaking</td>
<td>3</td>
</tr>
<tr>
<td>ART 381 Studio in Graphic Design (repeatable)</td>
<td>3</td>
<td>ART 388 Typography II</td>
<td>3</td>
</tr>
<tr>
<td>ART 289 Graphic Design Survey (history)</td>
<td>3</td>
<td>ART 301 Contemporary Design</td>
<td>3</td>
</tr>
<tr>
<td>Gen Ed</td>
<td>3</td>
<td>Gen Ed</td>
<td>3</td>
</tr>
<tr>
<td>Elective: Psy, Anthro or Soc</td>
<td>3</td>
<td>Elective: Psy, Anthro or Soc</td>
<td>3</td>
</tr>
<tr>
<td>ART 294 WIP Prof. Practices for designers</td>
<td>1</td>
<td>ART 394A WIP Prof. Practices for designers</td>
<td>1</td>
</tr>
<tr>
<td>TOTAL</td>
<td>16</td>
<td>TOTAL</td>
<td>16</td>
</tr>
</tbody>
</table>

FOURTH YEAR

<table>
<thead>
<tr>
<th>FALL</th>
<th>CR</th>
<th>SPRING</th>
<th>CR</th>
</tr>
</thead>
<tbody>
<tr>
<td>ART 385 Web Design</td>
<td>3</td>
<td>ART 386 Multimedia Design</td>
<td>3</td>
</tr>
<tr>
<td>ART 387 Special Topics (rotating topics, repeatable)</td>
<td>3</td>
<td>ART 387 Special Topics (rotating topics, repeatable)</td>
<td>3</td>
</tr>
<tr>
<td>ART 256 Letterpress</td>
<td>3</td>
<td>ART 261 Photography I</td>
<td>3</td>
</tr>
<tr>
<td>ART 389 Print Production</td>
<td>3</td>
<td>ART 394C Senior exhibition</td>
<td>2</td>
</tr>
<tr>
<td>ART 384 Internship</td>
<td>2</td>
<td>ART 384 Internship</td>
<td>2</td>
</tr>
<tr>
<td>ART 394B WIP Prof. Practices for designers</td>
<td>1</td>
<td></td>
<td></td>
</tr>
<tr>
<td>TOTAL</td>
<td>15</td>
<td>TOTAL</td>
<td>13</td>
</tr>
</tbody>
</table>
I. F. ACTION ITEM: APPROVAL OF BACHELOR OF FINE ARTS (BFA) IN GRAPHIC DESIGN

The curriculum is designed in such a way that there is consistency among course objectives, course content and activities, and program assessment. Elements of the courses are aligned with the goals and objectives of the program and meet the standards for NASAD (National Association of Schools of Art and Design) accreditation. The BFA review in the spring of the students’ second year of study serves as an initial benchmark, followed by the review of their senior exhibition two years later. The results of these benchmarks will be analyzed for the strengths and limitations and then will be fed back into the program for further adjustments.

Students will be supported in building relationships with the graphic design community in Chicago. Current students have been proactive and have formed an NEIU chapter of the Society of Typographic Arts, a Chicago association of graphic designers. As enrollment in the BFA in Graphic Design major increases, we will support the formation of an NEIU chapter of the American Institute of Graphic Arts (AIGA).

Assessment outcomes and performance criteria:

The following chart provides information on the BFA in Graphic Design’s Goals and Objectives and where they will be assessed throughout the curriculum:

<table>
<thead>
<tr>
<th>GOALS</th>
<th>OBJECTIVES</th>
<th>ASSESSMENT</th>
</tr>
</thead>
</table>
| 1. TECHNICAL SKILLS | STUDENTS WILL:  
• Demonstrate a working knowledge of materials, tools, and processes for a variety of media.  
• Achieve proficiency with advanced work within their area of concentration.  
• Demonstrate knowledge of industry standard tools.  
• Be able to present their work in a professional manner through portfolios, exhibitions, and presentations. | APPLIED PROJECTS  
Examples include:  
• Book Cover Design (ART 281)  
• Menu Design (ART 284)  
• Digital Printing Project (ART 389)  
• Offset Printing Project (ART 389)  
• Authored Book (ART 388)  
• Typoface Design (ART 389)  
• Symbol Design Project (ART 281)  
• Botanical Illustration (ART 285) |
| 2. VISUAL LITERACY AND EXPRESSION | STUDENTS WILL:  
• Understand and be able to effectively use the elements of design and composition  
• Create works that demonstrate visual problem solving across a variety of media as it relates to personal artistic vision/expression.  
• Demonstrate knowledge and understanding of the principles necessary for the creation of visual expression and communication.  
• Will use appropriate professional vocabulary. | APPLIED PROJECTS  
Examples include:  
• Communication Studies (ART 281)  
• Hybrid Creature Project (ART 285)  
• Poster Design (ART 281)  
• Research Project 1 & 2 (ART 301)  
• Topics Project (ART 301) |
| 3. CRITICAL AND ANALYTICAL SKILLS | STUDENTS WILL  
• Critically analyze works in course papers, class critiques, and museum / gallery assignments.  
• Develop vocabulary relevant to the discipline and that will be used to evaluate, analyze, and interpret the form and content of work.  
• Be introduced to major critical theories in art and art history. | APPLIED PROJECTS  
• Design event review (ART 294)  
• (ART 394A) (ART 394B)  
• Group Research Project (ART 289)  
• Historical Topic Paper/Project (ART 280) |
**GOALS**

**OBJECTIVES**

**ASSESSMENT**

### 4. WRITING/RESEARCH

To ensure that students are able to identify and evaluate appropriate sources for research and provide students with opportunities to develop writing skills suitable to the discipline.

**STUDENTS WILL**

- Create professional writing samples appropriate to their discipline.

**O (ART 294 WIP)**

- Freelance business plan
- Freelance project proposal
- Freelance business contract writing
- Invoice for sales and services

### 5. HISTORICAL AND CULTURAL AWARENESS

To ensure that students demonstrate knowledge of major contemporary and historical periods and to develop cultural literacy in a range of Western and non-Western traditions.

**STUDENTS WILL**

- Gain an understanding of the historical and contemporary development within their discipline as well as their concentration
- Develop an understanding of a broad range of styles, techniques and cultural contexts in both Western and non-Western societies
- Become familiar with art museums, galleries and professional organizations in the Chicago area

**O (ART 394A WIP)**

- Research and reflection on online student portfolios (ART 394A WIP)

**O (ART 394A WIP)**

- Research Projects (ART 301)

**O (ART 301)**

- Topics Applied Project (ART 301)

- Historical Topic Paper/Project (ART 289)

**O (ART 394A WIP) (ART 394B WIP)**

**Admission Requirements:**

Completion of the following courses with a 3.0 GPA or higher

- ART 120 Drawing I 3 cr.
- ART 130 Two-Dimensional Design 3 cr.
- ART 281 Intro to Graphic Design 3 cr.
- ART 284 Typography I 3 cr.
- ART 381 Studio in Graphic Design 3 cr.

**Portfolio of work**

(Evaluated by all graphic design faculty)

Student competency will be evaluated individually and is based on a portfolio of work from the above-mentioned classes.
I. F. ACTION ITEM: APPROVAL OF BACHELOR OF FINE ARTS (BFA) IN GRAPHIC DESIGN

The work will be evaluated for
1. Execution and presentation of artwork
2. Conceptual understanding of art and design standards
3. Application of art and design concepts
4. Historical knowledge of art and design as evidenced by previous assignments in visual problem solving

Portfolio Evaluation Rubric:

<table>
<thead>
<tr>
<th>50 pts maximum</th>
<th>A level</th>
<th>B level</th>
<th>C level</th>
<th>D level</th>
<th>F level</th>
</tr>
</thead>
<tbody>
<tr>
<td>Execution and presentation of artwork</td>
<td>9-10 pts</td>
<td>8-9 pts</td>
<td>7 pts</td>
<td>6 pts</td>
<td>5 pts &amp; less</td>
</tr>
<tr>
<td>Conceptual understanding of art and design standards</td>
<td>9-10 pts</td>
<td>8-9 pts</td>
<td>7 pts</td>
<td>6 pts</td>
<td>5 pts &amp; less</td>
</tr>
<tr>
<td>Application of art and design concepts</td>
<td>9-10 pts</td>
<td>8-9 pts</td>
<td>7 pts</td>
<td>6 pts</td>
<td>5 pts &amp; less</td>
</tr>
<tr>
<td>Examples of drawing methods and materials</td>
<td>9-10 pts</td>
<td>8-9 pts</td>
<td>7 pts</td>
<td>6 pts</td>
<td>5 pts &amp; less</td>
</tr>
<tr>
<td>Historical knowledge of art and design as evidenced by previous assignments in visual problem solving</td>
<td>9-10 pts</td>
<td>8-9 pts</td>
<td>7 pts</td>
<td>6 pts</td>
<td>5 pts &amp; less</td>
</tr>
</tbody>
</table>

Student must have a minimum of 40 points for their portfolio to be admitted to the Bachelor of Fine Arts in Graphic design program.

Additional admission requirements
Admission into the BFA in Graphic Design program is contingent upon the student having a 3.0 or higher grade point average in the major, which must be maintained after admission for the degree to be awarded. Applicants to the program must have a 2.5 or higher overall grade point average. Students are admitted in the fall semester of each year only and must submit all materials (including the portfolio) for fall admission in the spring semester of their sophomore year.

Since the program requires that graduating students demonstrate competencies in relevant areas, our courses focus on the performance in applied projects and other required tasks (see pages 5-6). At the completion of each course, students will demonstrate their technical skills, their overall knowledge of the discipline and their ability to apply visual concepts to their work. Therefore, the first level of assessment is the satisfactory completion of assignments. The satisfactory completion of the assignments will be assessed via rubrics developed for each assignment. These rubrics will at a minimum indicate what constitutes satisfactory performance. Grades given in each course will reflect students’ performance on the rubric. The performance is aligned with the competencies required of all students who complete the BFA in Graphic Design.

The next level of assessment will be student-generated exit surveys at the completion of the program. The instrument will be given to the students in their final Professional Practices for Designers course (ART 394B). The purpose of this instrument is to assess the student satisfaction with their educational experience that will take into account the curriculum as well as services provided by the department and the University.
I. F. ACTION ITEM: APPROVAL OF BACHELOR OF FINE ARTS (BFA) IN GRAPHIC DESIGN

Alumni surveys will be distributed every 5 years in order to obtain feedback on how well the program prepared them for employment. In addition, we will attempt to systematically collect information from employers. This latter instrument and procedure will be the subject of further discussion and planning.

The BFA in Graphic Design will require a variety of assignments to assess the extent to which students have attained the outcomes. To ensure that students have a solid grasp on growing as practitioners, assessment focuses on the students’ skills in the area of aesthetics, their critical and analytical skills and their written communication skills in the discipline.

Types of assignments include:

- A variety of applied design projects in which students build aesthetic, technical, conceptual and problem solving skills, such as: Book Cover Design, Menu Design, Digital Printing Project, Offset Printing Project etc.
- Projects focusing specifically on the art of setting type and working with visual display of written information, such as: Typeface Design, Authored Book etc.
- Illustration projects, including projects focusing on branding and creating logos such as Symbol Design Project, Botanical Illustration, Hybrid Creature Project etc.
- Research Projects focusing on a variety of historic and contemporary design topics, such as Historical Topic Paper/Project, Group Research Project and Design Event Review.
- Writing projects focusing specifically on the needs of the discipline, such as: Freelance Business Plan, Project Proposal and Business Contract Writing, Graduate School Application and Statement of Intent etc.

Faculty Participation and Program Administration

The BFA in Graphic Arts will be housed in the Department of Art. No new administrative structures will be required. Currently one full-time tenure-track faculty member is fully qualified to teach in that program. The attached budget sheet addresses how, as enrollment increases and the program grows, the department proposes to address additional instructional needs.

Accreditation Process – Timeline to Initial Accreditation

In-House Approval

- Fall 2015: Spring 2016 Board of Trustees approval

IBHE approval

- Spring/Summer TBA: IBHE approval

NASAD Program Approval:

- Fall 16: Eligibility for candidacy
- Summer 17: Submission of Candidacy Approval
- Fall 18: Candidacy approval, admission of first cohort
- 2019-2020: Determination of Progress
- 2020-2021: Recommendation for Initial Accreditation
- visit by NASAD
- this status would be for 4 years and after that the accreditation is for 10 years
I. F. ACTION ITEM: APPROVAL OF BACHELOR OF FINE ARTS (BFA) IN GRAPHIC DESIGN

Facilities and Resources

The majority of the graphic design classes will be taught in the existing computer lab in the Fine Arts Building, FA 226.

FA 226 computer lab is currently equipped with 24 iMac Macintosh machines loaded with Adobe Creative Suite (version CS6), which is an old version of the industry standard software bundle. The machines will need to be maintained and periodically upgraded. The current version of the software needs to be upgraded to the new version (Creative Cloud), only available with a pay per month access. The machines will need continued maintenance and will need to be upgraded within the next 2-3 years. This lab just upgraded the new, high-end laser printer, which is expected to stay current for another 4 years. The lab currently has two scanning stations with a large format Epson scanner and a smaller portable scanner. We will need to add a new high-resolution large format scanner to accommodate for future needs.

In addition to FA226, the department will need to enhance and upgrade the lab in FA252, which will be used as the design room. This room is currently used for two dimensional design classes and features a letterpress printing area. It will continue to be used for that purpose. The lab enhancement would enable students in Graphic Design to move seamlessly between working with their hands using the printing equipment and working on screen. The enhancement will include 4 new Macintosh iMac stations, currently retailing for $1,300 a piece, loaded with Adobe Creative Suite Software ($300 per machine annual cost). The tables in FA252 become converted to spaces where students will be able to plug in their laptops to electrical outlets. All BFA students would be required to possess MacbookPro laptops.

The expenses associated with the above two paragraphs are reflected in the proposed budget.

Table 2: Proposed Budget

Enrollment projections:

We have conservative estimates for our enrollment anticipating 42 new full-time majors and 20 part-time majors by the beginning of the 5th year of program operation.

Personnel costs:

As mentioned in the section “Faculty Participation and Program Administration," the Art Department already has a full-time tenure-track faculty member who is fully qualified to teach in the BFA in Graphic Design program. It is anticipated that 75% of her workload will be dedicated to this new program and 25% of her load will be dedicated to the General Education/University Core Curriculum courses and other departmental activities. 75% of her salary (including the 2.5% compounded collectively bargained increases) is represented in each year for the 5 years reflected on the budget sheet.

Additionally, the budget sheet (page 16) reflects the addition of an adjunct faculty member to teach part time for the first year. That individual’s teaching load would increase to 75% in year 2 and remain at that level for year 3 and 4.

We propose hiring an additional full-time tenure track faculty member in year 3 to teach the increasing number of classes in order to accommodate the increasing enrollment.
I. F. ACTION ITEM: APPROVAL OF BACHELOR OF FINE ARTS (BFA) IN GRAPHIC DESIGN

Also, we would add a second adjunct faculty member at 25% in year 3. That individual's teaching load would increase to 75% in year 4, and this will complete the design faculty roster.

In addition to faculty, we are requesting the hiring of a part time lab technician beginning in year 2, and we anticipate an increase in this individual’s workload in year 4.

Other costs:

Supplies/Equipment/Services accounts for basic supplies in year 1 (paper, toner ink, printing supplies), acquisition of 4 new computers with software in year 2 and a new printer lease in year 2, as well Adobe Creative Could Suite software licenses for incoming students to be carried over through year 5. The increase in Supplies/Equipment/Services in year 4 is related to the additional students.

Facility cost accounts for the installation of new computer outlets in FA252.

Travel cost accounts for the travel expenses of the faculty related to research, increasing from $500 to $1,000 in year 4 to accommodate new faculty hire.

Professional Development accounts for the conference fees related to faculty professional development, increasing from $300 to $500 in year 4 to reflect the addition of a second full-time faculty.

Additionally, we are requesting a budget of $1,000 per year to acquire contemporary, up-to-date literature related to the field for the library.
I. F. ACTION ITEM: APPROVAL OF BACHELOR OF FINE ARTS (BFA) IN GRAPHIC DESIGN

Proposed Budget Sheet

<table>
<thead>
<tr>
<th></th>
<th>Year 1 2016-2017</th>
<th>Year 2 2017-2018</th>
<th>Year 3 2018-2019</th>
<th>Year 4 2019-2020</th>
<th>Year 5 2020-2021</th>
</tr>
</thead>
<tbody>
<tr>
<td></td>
<td>CR HRS</td>
<td>STUDENTS Fall/Spring</td>
<td>STUDENTS Fall/Spring</td>
<td>STUDENTS Fall/Spring</td>
<td>STUDENTS Fall/Spring</td>
</tr>
<tr>
<td>Full Time Students</td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>credits per year</td>
<td>20</td>
<td>10</td>
<td>18</td>
<td>26</td>
<td>36</td>
</tr>
<tr>
<td>Part Time Students</td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>credits per year</td>
<td>12</td>
<td>3</td>
<td>36</td>
<td>60</td>
<td>12</td>
</tr>
<tr>
<td></td>
<td>STUDENTS Total Credits</td>
<td>STUDENTS Total Credits</td>
<td>STUDENTS Total Credits</td>
<td>STUDENTS Total Credits</td>
<td>STUDENTS Total Credits</td>
</tr>
<tr>
<td></td>
<td>12</td>
<td>23</td>
<td>42</td>
<td>38</td>
<td>664</td>
</tr>
<tr>
<td>Revenue</td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Per Credit Hour*</td>
<td>273.0</td>
<td>281.2</td>
<td>289.5</td>
<td>298.3</td>
<td>307.3</td>
</tr>
<tr>
<td>TOTAL</td>
<td>64,428</td>
<td>118,100</td>
<td>192,311</td>
<td>272,063</td>
<td>331,845</td>
</tr>
<tr>
<td>Personnel Cost</td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Faculty**/****</td>
<td>46,275 FT/TT (1)</td>
<td>47,438 FT/TT (1)</td>
<td>106,623 FT/TT (2)</td>
<td>109,288 FT/TT (2)</td>
<td>112,020 FT/TT (2)</td>
</tr>
<tr>
<td>Other Personnel Costs</td>
<td>11,200 Inst (1)</td>
<td>31,500 Inst (1)</td>
<td>45,000 Inst (2)</td>
<td>66,000 Inst (2@75%)</td>
<td>67,500 Inst (2@75%)</td>
</tr>
<tr>
<td>Assistantships</td>
<td>0</td>
<td>12,000 Tech</td>
<td>12,000 Tech</td>
<td>15,000 Tech</td>
<td>15,000 Tech</td>
</tr>
<tr>
<td>TOTAL</td>
<td>57,475</td>
<td>90,938</td>
<td>163,623</td>
<td>190,288</td>
<td>194,520</td>
</tr>
<tr>
<td>Other Cost</td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Supplies/Equipment/Services</td>
<td>2,500</td>
<td>15,000</td>
<td>10,000</td>
<td>12,500</td>
<td>11,500</td>
</tr>
<tr>
<td>Facility Costs</td>
<td>0</td>
<td>2,000</td>
<td>0</td>
<td>0</td>
<td>0</td>
</tr>
<tr>
<td>Travel</td>
<td>500</td>
<td>500</td>
<td>500</td>
<td>1,000</td>
<td>1,000</td>
</tr>
<tr>
<td>Professional Development</td>
<td>300</td>
<td>300</td>
<td>300</td>
<td>500</td>
<td>500</td>
</tr>
<tr>
<td>Marketing</td>
<td>5,000</td>
<td>5,000</td>
<td>5,000</td>
<td>5,000</td>
<td>5,000</td>
</tr>
<tr>
<td>Library</td>
<td>1,000</td>
<td>1,000</td>
<td>1,000</td>
<td>1,000</td>
<td>1,000</td>
</tr>
<tr>
<td>Other</td>
<td>8,300</td>
<td>22,800</td>
<td>15,800</td>
<td>19,000</td>
<td>19,000</td>
</tr>
<tr>
<td>TOTAL</td>
<td>(1,347.00)</td>
<td>4,362.30</td>
<td>12,888.46</td>
<td>62,774.80</td>
<td>118,325.32</td>
</tr>
</tbody>
</table>

* Reflects a 3% compounded increase every year.
** Reflects a 2.5% compounded increase every year.
*** Reflects 75% of current faculty member's salary.
II. A. INFORMATION ITEM: MINORITY AND FEMALE BUSINESS ENTERPRISE SUPPLIER DIVERSITY PROGRAM (MAFBE) REPORT

This report provides an update of University efforts in attaining contracting goals with businesses owned by minorities, females, and persons with disabilities.

Overview

To comply with guidelines established by this program, the State of Illinois sets goals for all state agencies and public universities and specifically requires Northeastern to establish a goal of at least 20 percent of all purchases of commodities, equipment, and contractual services, after allowable exemptions, from certified minority, females, and disabled-owned businesses. The certification takes place through the State of Illinois Department of Central Management Services (CMS). The program also recognizes other minority-owned business certifications made by the Illinois Department of Transportation, the Women’s Business Development Council, and the Chicago Business Development Council.

Northeastern Illinois University, through the University Purchasing Department, is committed to attaining the goals established by CMS and submits two reports to the State CMS BEP Department each fiscal year. Those reports are the Fiscal Year Compliance Plan, which details the University’s goals for the upcoming fiscal year, and the Fiscal Year Expenditure Report, which details the University’s achievements relative to its goals for the past fiscal year.

The University establishes a minimum 20 percent contracting goal for MAFBE owned firms for each construction solicitation advertised on the Illinois Public Higher Education Procurement Bulletin. Additionally, MAFBE owned firms certified through the Business Enterprise Program are contacted by the University to inform them of the availability of bid documents relevant to their field of expertise.

During 2015, the University participated in various Minority and Women-Owned Business Enterprise Networking Sessions such as: Women’s Business Development Center’s Entrepreneurial Women’s Conference; Illinois Hispanic Chamber of Commerce Annual Business Expo; University of Illinois – Chicago’s 2015 Inaugural Construction Summit; University of Illinois Urbana-Champaign Higher Education Diverse Business Opportunity Fair; Governors State University Higher Education Diverse Business Opportunity Fair; Central Management Service’s Make A Connection; and the NEIU Business Networking Seminar.

Purchases from Minority, Female, and Disabled-Owned Businesses
In the most recent fiscal year 2015, the University established an aggregate BEP Compliance Plan Goal of $667,388. The table below summarizes FY14 payments made to MAFBE owned firms by BEP certification designation. As can be seen in the results, the goal was exceeded by almost $3.7 million.

<table>
<thead>
<tr>
<th>Minority/Ethnicity</th>
<th>Amount</th>
</tr>
</thead>
<tbody>
<tr>
<td>African American Males</td>
<td>$140,209</td>
</tr>
<tr>
<td>African American Females</td>
<td>$209,951</td>
</tr>
<tr>
<td>Hispanic American Males</td>
<td>$2,265,400</td>
</tr>
<tr>
<td>Hispanic American</td>
<td>$17,836</td>
</tr>
<tr>
<td>Asian American</td>
<td>$43,088</td>
</tr>
<tr>
<td>Caucasian Females</td>
<td>$1,568,075</td>
</tr>
<tr>
<td>Sheltered Workshops</td>
<td>$98,672</td>
</tr>
<tr>
<td>Total FY15 Payments Made to MAFBE firms:</td>
<td>$4,343,232</td>
</tr>
</tbody>
</table>
II. A. INFORMATION ITEM: MINORITY AND FEMALE BUSINESS ENTERPRISE SUPPLIER DIVERSITY PROGRAM (MAFBE) REPORT

Summary
The University met with great success in exceeding its goal due to final payments made for the El Centro construction project and for engineering design work performed for the South Campus Utility Infrastructure Project. The University is encouraged by the level of participation by minority, female, and disabled-owned businesses in University contracts and services and will continue to expand these outreach efforts.
II. B. INFORMATION ITEM: ERP ELLUCIAN PURCHASE

Background
At the April 6, 2006 meeting, the Board of Trustees resolved that “in order to facilitate the timely implementation of the ERP project, (the Board) delegates to the University President the authority to approve such expenditures and contracts directly related to the ERP project without prior Board approval and that the President will report to the Board on all such approved expenditures and contracts normally requiring prior Board approval at the next regularly scheduled meeting of the Board of Trustees.” Under this authority, the following contract has been approved and is reported to the Board as required.

<table>
<thead>
<tr>
<th>VENDOR</th>
<th>DESCRIPTION</th>
<th>AMOUNT</th>
</tr>
</thead>
<tbody>
<tr>
<td>Ellucian Company L.P.</td>
<td>Oracle Application Full Use Campus License</td>
<td>$348,164</td>
</tr>
</tbody>
</table>

Item Description
NEIU currently operates version 8x, of Ellucian’s Banner ERP software. These systems include those from Ellucian that enable our finance, human resources, payroll, student information system, financial aid, and enterprise portal. Also included is the underlying Oracle database management system and related components (such as OFM, Oracle streams, Materialized Views, ODS, and EDW). Together, these form the Banner ERP systems, which provide business continuity, to the University.

At the November 19, 2015 Board of Trustees meeting, the Board approved the eight year term renewal of the Ellucian Banner software license and maintenance contracts. Subsequently, it was determined that the University was not current in the number of Oracle user licenses required for operation. This purchase brings the Oracle license into compliance and permits the continuing operation of the Banner ERP systems.
II. C. INFORMATION ITEM: SECOND QUARTER BUDGET TO ACTUAL

At its June 2015 meeting, the Northeastern Illinois University Board of Trustees approved the University preliminary operating budget, which represented preliminary spending plans for fiscal year 2016. In September, the Board of Trustees received an informational item deferring final approval of the FY2016 operating budget due to the inaction in Springfield in passing an annual appropriation for Northeastern Illinois University.

The preliminary FY2016 budget totals $149.0 million. Of that total, $90.6 million is the University's unrestricted general operating budget supported by the estimated State appropriation and student tuition. In addition, $58.4 million is the University's restricted funds budget supported by student fee programs, auxiliary services, grants and contracts. Upon Board request, quarterly reports are being provided for the unrestricted operating budget, which supports most University departments and ongoing operations.

This report provides an update on the second quarter spending in the unrestricted general operating budget and is summarized in Table 1 at the end of this report.

Revenues
The preliminary FY2016 budget includes estimated State support of $34.5 million for the University's unrestricted general operating budget, or 38 percent of that budget, based on the budget passed by the Legislature and vetoed by the Governor. At the time this information item was prepared, there continues to be no known FY2016 state appropriation to Northeastern Illinois University.

The entire estimated State appropriation will support salary costs for positions funded through the unrestricted general operating budget. Through the second quarter, $34.0 million was incurred in payroll-related expenses that are anticipated to be vouchered to the State once an appropriation is received. The State has established a minimal FY2016 payroll appropriation to account for employee offset payments due to employee indebtedness. Through the second quarter, Northeastern has garnished $39,303 from employee wages on behalf of the state. These amounts are then offset against the anticipated state appropriation.

University Income Funds are comprised primarily of tuition revenues, which are dependent on student enrollments. Through the second quarter, 87 percent of estimated tuition and income fund revenue was recorded, after adjusting for anticipated waivers and bad debt. This amount represents year-to-date spring semester 2016, fall semester 2015, and the latter portion of summer session 2015. Because the summer term bridges two fiscal years, accruals are made to apportion the tuition revenues and operating expenses between fiscal years.

The fiscal year 2016 preliminary budget is based upon level enrollments from the prior year. Fall 2015 credit hour enrollments fell short of the original FY2016 budget by 3.6 percent, and spring activity is trending about the same as fall at the time this information item was created. Due to this, the University is monitoring revenues and expenses closely and will take additional fiscal steps as needed.
II. C. INFORMATION ITEM:  SECOND QUARTER BUDGET TO ACTUAL

Table 1
NORTHEASTERN ILLINOIS UNIVERSITY
FISCAL YEAR 2016 BUDGET TO ACTUAL COMPARISONS
FOR THE PERIOD ENDING December 31, 2015
UNAUDITED FIGURES

<table>
<thead>
<tr>
<th>General Operating Budget</th>
<th>Preliminary Budget</th>
<th>Preliminary Budget</th>
<th>Actual</th>
<th>% of Current Budget</th>
</tr>
</thead>
<tbody>
<tr>
<td>Revenue</td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>University Income Fund (Net Tuition)</td>
<td>$ 55,795,000</td>
<td>$ 55,795,000</td>
<td>$ 48,537,434</td>
<td>87.0%</td>
</tr>
<tr>
<td>State Appropriations</td>
<td>34,500,300</td>
<td>34,500,300</td>
<td>39,303</td>
<td>0.1</td>
</tr>
<tr>
<td>All other sources</td>
<td>300,000</td>
<td>300,000</td>
<td>349,832</td>
<td>116.6</td>
</tr>
<tr>
<td>Total Revenue</td>
<td>$ 90,595,300</td>
<td>$ 90,595,300</td>
<td>$ 48,925,569</td>
<td>54.0%</td>
</tr>
<tr>
<td>Expenditures</td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Personal Services</td>
<td>$ 74,542,669</td>
<td>$ 74,545,056</td>
<td>$ 34,486,180</td>
<td>46.3%</td>
</tr>
<tr>
<td>Contractual Services</td>
<td>9,080,727</td>
<td>9,244,789</td>
<td>3,620,739</td>
<td>39.2</td>
</tr>
<tr>
<td>Equipment</td>
<td>1,421,392</td>
<td>1,256,984</td>
<td>330,451</td>
<td>26.3</td>
</tr>
<tr>
<td>Commodities</td>
<td>904,700</td>
<td>855,792</td>
<td>230,006</td>
<td>26.9</td>
</tr>
<tr>
<td>Telecommunications</td>
<td>588,678</td>
<td>597,996</td>
<td>249,459</td>
<td>41.7</td>
</tr>
<tr>
<td>Travel</td>
<td>226,589</td>
<td>264,888</td>
<td>91,507</td>
<td>34.5</td>
</tr>
<tr>
<td>Permanent Improvements</td>
<td>200,000</td>
<td>181,200</td>
<td>5,481</td>
<td>3.0</td>
</tr>
<tr>
<td>Operation of Auto Equip</td>
<td>19,515</td>
<td>37,565</td>
<td>12,807</td>
<td>34.1</td>
</tr>
<tr>
<td>Tuition Scholarships</td>
<td>1,569,030</td>
<td>1,569,030</td>
<td>679,552</td>
<td>43.3</td>
</tr>
<tr>
<td>Debt Service</td>
<td>2,042,000</td>
<td>2,042,000</td>
<td>1,016,850</td>
<td>49.8</td>
</tr>
<tr>
<td>Total Expenditures</td>
<td>$ 90,595,300</td>
<td>$ 90,595,300</td>
<td>$ 40,723,032</td>
<td>45.0%</td>
</tr>
</tbody>
</table>

Notes:
1. Preliminary Budget column reflects the preliminary budget approved by the Board of Trustees in June, 2015.
2. The University has not received a final FY2016 state appropriation. The $34.5 million represents the budget passed by the Legislature but not signed by the Governor, and is a 8.6 percent reduction from the FY2015 original budget.
3. Year-to-date activity does not include encumbrances.
4. The Current Preliminary Budget reflects budget transfers processed between organizations and accounts.

It is important to note that for both the State appropriation and tuition income, revenues are recorded and reflected in this report as they are billed. Final revenue numbers will be available after the University does all accounting adjustments during the year-end reconciliation period. These adjustments are required to account for activity such as class drop refunds, statutory waivers, bad debt allowances, and fees associated with outstanding accounts.

Expenses
For the general operating unrestricted budget, the University spent through the first quarter, in total, 45 percent of the total $90.6 million preliminary budget.
II. C. INFORMATION ITEM: SECOND QUARTER BUDGET TO ACTUAL

The bar graph below and the previous Table 1 outline the actual University revenues and expenses compared to budget through the first quarter.

Northeastern Illinois University
Fiscal Year 2016 Unrestricted General Operating Budget
2nd Quarter Actuals: Percent of Total Current Budget Received/Spent
Unaudited Figures

<table>
<thead>
<tr>
<th>Revenue</th>
<th></th>
</tr>
</thead>
<tbody>
<tr>
<td>University Income Fund (Net Tuition)</td>
<td>87.0%</td>
</tr>
<tr>
<td>State Appropriations</td>
<td>0.1%</td>
</tr>
<tr>
<td>All other sources</td>
<td>116.6%</td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th>Expense</th>
<th></th>
</tr>
</thead>
<tbody>
<tr>
<td>Personal Services</td>
<td>46.3%</td>
</tr>
<tr>
<td>Contractual Services</td>
<td>39.2%</td>
</tr>
<tr>
<td>Debt Service</td>
<td>49.8%</td>
</tr>
<tr>
<td>Tuition Scholarships</td>
<td>43.3%</td>
</tr>
<tr>
<td>Equipment and Commodities</td>
<td>26.5%</td>
</tr>
<tr>
<td>All Other</td>
<td>33.2%</td>
</tr>
</tbody>
</table>
II. D. INFORMATION ITEM: CONSTRUCTION UPDATE

Education Building Update
• The Education Building is a Capital Development Board project and on hold by the Governor pending the final State budget.

Physical Education Complex Roofing and Exterior Facade
• The Physical Education Complex roof and wall repairs are a Capital Development Board project and on hold by the Governor pending the final State budget.

Building B Addition
• This addition expands the Angelina Pedroso Center for Diversity and Intercultural Affairs. A ribbon cutting ceremony was held November 30 to celebrate the nearly completed project. The space has been occupied since November. Signage is being developed and put out for bid.

Student Residence Hall
• The Model Unit has had drywall installed and is awaiting casework. Drywall and masonry work is progress throughout the rest of the building. The grand staircase has been installed and construction is ahead of schedule.

Catalytic Converters for Co-generators
• The installation of catalytic converters on the co-generators is in progress. Installation should take two weeks, weather permitting.

South Campus Utility Plant
• Construction is scheduled to begin in March 2016 and to be completed in fall 2017.

Detention Basin Project
• Construction for this project is scheduled to begin in mid-May 2016 and to be completed in June 2016. The scope of work is excavation, re-grading, storm sewer upgrade, and associated landscape and restoration.
II. E. INFORMATION ITEM: NEWS AND EVENTS

Day of the Dead Altar Installation – October 27 - November 26
The Latino/a Resource Center, in collaboration with the Women’s Resource Center, organized the installation of the Day of the Dead altar. The altar stayed up through November to incorporate Transgender Day of Remembrance and Veterans Day.

National Hunger and Homelessness Awareness Week – November 16-21
Student Leadership Development participated in the National Hunger and Homelessness Awareness Week. A variety of events was planned for each day on the Main Campus. The events included scarf making in Village Square, volunteering at a community kitchen, Thanksgiving food box deliveries to 50 needy families, a Hunger Banquet, and a Hike for the Homeless with veterans and students who passed out food and clothing to Chicago’s homeless community.

Transgender Day of Remembrance Presentation – November 19
The LGBTQ+ Resource Center hosted the Transgender Day of Remembrance presentation, which discussed the worldwide epidemic of violence against transgender people, especially transgender women of color, and recognized those who had lost their lives to violence this past year.

Graduate Celebration Event – November 19
All August and December graduates and GoldN (Graduates of the Last Decade) alumni were invited to free pizza and video games at Headquarters Beercade in the Lakeview neighborhood. More than 50 graduates and alumni participated in the event.

Jewel Box Series Event Featuring Josué Tacoronte – November 20
Josué Tacoronte is an influential contributor to the Cuban guitar repertoire as a performer, recording artist, composer, arranger, and researcher. In addition to performances in his native Cuba, Josué has given concerts in Spain, Morocco, France, Dominican Republic, Peru, and Mexico. The concert was a collaboration with Ensemble Español and included two principal dancers and a percussionist from the Ensemble. The sold out performance was Mr. Tacoronte’s first U.S. appearance.

College of Business and Management Students Trade Show – November 30
Eight teams of business students used poster boards to present their new business ideas and marketing plans to a team of professional judges on the Main Campus. The names of the student teams were Arcade Net, Exuria, Foodius, Balanced Shampoo and Conditioner, The Scorpio, Thermo Gear, Bright-E and Golden Eagle. Business ideas ranged from an electric blue light cavity-detecting toothbrush to streaming classic and new-generation video games to consoles and PCs.

Long Night Against Procrastination – December 1
The Learning Support Center, Center for Academic Writing, Ronald Williams Library, El Centro and Campus Recreation co-hosted the Long Night Against Procrastination event for students to receive tutoring support and prepare for final exams and projects. The event was held at the Ronald Williams Library and at El Centro. Students who received support from writing and math tutors and reference librarians, also participated in workshops and course review sessions. In total, 97 students attended.

World AIDS Day/HIV Testing – December 1
The LGBTQ+ Resource Center, in partnership with the Center on Halsted, provided free rapid HIV response testing to Northeastern students, faculty, and staff to commemorate World AIDS Day. All members of the Northeastern community were encouraged to take a moment out of their day to come get a free rapid HIV test and safer-sex materials. Tables were also set up in Village Square, and red ribbons where passed out to raise awareness on how HIV affects all communities.

Mini Stress-Free Zone at El Centro – December 1
Student Health and Counseling Services, in collaboration with El Centro, provided complimentary chair massages for students to help de-stress before finals. Over 20 students received massages.
II. E. INFORMATION ITEM: NEWS AND EVENTS

Stress Management Seminar – December 1
Student Health and Counseling Services, in collaboration with the Learning Support Center, provided a stress management seminar for students as part of the Learning Support Center’s Long Night Against Procrastination.

NEIU Alumni: All Access – December 1
Carlos Jiménez Flores (B.A. ’08) screened his movie “Mi Princesa” and shared his success story with students in the second “NEIU Alumni: All Access” event. His story of growing up in the inner city of Chicago without positive role models and eventually graduating from Northeastern and going on to create nine feature films (and working on five more), five books, photography and poetry, as well as a novel was informative, touching and a real representation of an alumnus who is truly self-made.

Giving Tuesday and #ProudToBeNEIU – December 2
The Office of Development coordinated Northeastern’s second Giving Tuesday campaign. The social media-driven event raised more than $6,000 from more than 60 donors in 24 hours. Alumni and friends were sent a video featuring President Hahs to kick off the day, and stories, photos, and testimonials were posted on various social media platforms throughout the day. Students wrote notes about why they were #ProudToBeNEIU in Village Square. Additional gifts were received in response to the thank-you video sent on December 4 featuring President Hahs and students sharing their stories on Giving Tuesday.

Donation of Black Dolls for Black Doll Affair – December 3
The Department of Communication, Media, and Theatre invited the University community to donate new, unwrapped black dolls for the Black Doll Affair’s annual nationwide holiday doll delivery. The organization strives to show youth that black dolls are just as beautiful as white dolls by hosting events on self-esteem and presenting girls with black dolls around the holidays. The donated dolls were delivered to Global Girls, Inc., on December 5.

Mini Stress-Free Zone at CCICS – December 3
Student Health and Counseling Services, in collaboration with the Carruthers Center for Inner City Studies, provided complimentary chair massages for students to help de-stress before finals.

Academic Honors – December 3
The Office of Alumni Relations celebrated the scholastic achievements of more than 200 students at the Academic Honors Ceremony. President Hahs, Provost Helldobler, and University administrators attended to award these students with their Honors Medallion to wear at Commencement. The Academic Honors medallions were Cum Laude, Magna Cum Laude, Summa Cum Laude, and the Honors Scholar medallion.

UIC vs. DePaul College Basketball Night – December 3
Steve McClain, UIC’s men’s basketball coach, invited Northeastern alumni and friends to watch the game. Alumni and friends caught up over good food at The Ogden and cheered on the UIC basketball team.

Fall Orientation: First Year and Transfer Students – December 4
A combined first year and transfer student orientation was held on the Main Campus on December 4. Students participated in sessions about Financial Aid, met with Academic Advisors, and registered for the spring 2016 semester. In total, 24 freshmen and 23 transfer students attended the event, organized by the Office of New Student and Family Programs.
II. E. INFORMATION ITEM: NEWS AND EVENTS

Student Stress-Free Zone on the Main Campus – December 8-10
Student Health and Counseling Services sponsored its 31st Student Stress-Free Zone (SFZ). Almost 700 students participated in this event. The SFZ featured numerous stress relievers including crafts and games, music and videos, free T-shirts and water bottles, and complimentary chair massages. Pizza, ice cream, and fruit were provided to students.

Virtual Career Fair – December 8
The NEIU Alumni Association and Career Development Center hosted the first virtual career fair focusing on the industry of IT/Computer Science. It was a collaborative effort between the two offices to recruit new employees and to provide a nontraditional approach to job searching and readiness. Thirty-two text-based conversations were completed with the employers among the 31 attendees.

Presentation by Dr. Frankowski on newly published book – December 8
Assistant Professor of Philosophy Alfred Frankowski gave a presentation on the Main Campus about his newly published book, the first authored title in Lexington Books’ new “Philosophy of Race” series. In “The Post-Racial Limits of Memorialization: Toward a Political Sense of Mourning,” he attempts to show how post-racial discourse, in general, and post-racial memory, specifically, operate as a context through which the memorialization of anti-black violence and the production of new forms of this violence are connected.

Commencement Ceremony – December 13
Northeastern Illinois University held its Commencement Ceremony on Dec. 13 at the UIC Pavilion, in which 600 students participated. Dame Libby Komaiko, founder of Ensemble Español Spanish Dance Theater, was the recipient of the 2015 Distinguished Alumna Award. Earth Science Professor Laura Sanders was presented with the Audrey Reynolds Distinguished Teaching Award. Eight retiring faculty members were awarded emeritus status. Approximately 840 students graduated.

Distinguished Alumnus Award – December 13
Dame Libby Komaiko, founder of the internationally acclaimed Ensemble Español Spanish Dance Theater, was honored with the 2015 Northeastern Illinois University Distinguished Alumnus Award during Commencement. The honor comes as Ensemble Español celebrates its 40th year in residence at Northeastern. The Distinguished Alumnus Award is the highest honor the University and the NEIU Alumni Association bestows. Established in 2005, the award recognizes a particular achievement of note, a series of such achievements, or a career of outstanding accomplishment.

NEIU Alumni Association Gifts to Graduates – December 13
The NEIU Alumni Association and the NEIU Alumni Advisory Board had a significant presence at Commencement. NEIU Alumni Advisory Board member Daniel Kelley (M.A. ’96) welcomed graduates into the NEIU alumni family of more than 76,000 graduates. He also greeted each of the graduates and gave them an NEIU lapel pin symbolizing their membership in the NEIU alumni community. New graduates are guaranteed a complimentary one-year Blue and Gold-level membership in the NEIU Alumni Association.

Celebration of Faculty Event – December 13
The Divisions of Academic Affairs and Institutional Advancement co-hosted the fall 2015 Celebration of Faculty event, immediately before the Commencement Ceremony. The annual reception is in honor of those who help make Northeastern Illinois University an exemplary and transformative institution.
II. E. INFORMATION ITEM: NEWS AND EVENTS

Emeriti Faculty Awards – December 13
The following faculty members were awarded emeriti faculty status at the Commencement ceremony: Professor C. Murray Ardies (HPERA), Associate Professor Lucrecia Artalejo (World Languages and Culture), Professor Shelley Bannister (Justice Studies), Associate Professor Constantine Loucopoulos (Management and Marketing), Professor David Rutschman (Mathematics), Professor Zachary Schiffman (History), Professor Venetia Stifler (Music and Dance) and Professor Michael Weinberg (Ronald Williams Library).

Brommel Award Finalists Announced – December 15
The finalists for the 11th Annual Bernard J. Brommel Distinguished Research Professor Award are Paulo Acioi, professor and chair of the Department of Physics, and Brian Schultz, professor and chair of the Department of Educational Inquiry and Curriculum Studies. The award is given annually to the tenured/tenure-track member of the Northeastern faculty who best demonstrates excellence in research and scholarship. These scholars have been selected after careful consideration of a bibliography of their works and nomination letters submitted by colleagues. The winner will be announced later in the spring 2016 semester.

Primerica Financial Workshop – December 16
Alumni Lanesha Mohip and Hari Mohip hosted an educational workshop on how to manage personal finances. Alumni learned tips for reducing debt, strategies for retirement savings, how life insurance really works, and about the high cost of waiting to save.

Office of Cultural Events joins Office of the Provost – January 4
The Office of Cultural Events joined the Office of the Provost on January 4. Cultural Events produces the Jewel Box Series concerts, the Presidential Lecture Series, the English Department’s Visiting Writers Series and the annual Arts at NEIU brochure. Cultural Events also partners with many departments and programs across the University to plan and promote events. This strategic change will more closely align the University’s overall branding and marketing efforts, increase its collective media buying power, connect programming to recruitment opportunities, and share its rich cultural offerings with the surrounding communities.

Express Lane Advising – January 11-13
The staff of the Advising Center held Express Lane Advising on the Main Campus during the first week of classes to help students who had quick advising questions but no time to wait to be seen in the Advising Center. Academic Advisors were on hand to assist students with general advising questions.

ASK ME! campaign – January 11-15
The ASK ME! campaign for spring 2016 was launched during Welcome Week across all of Northeastern’s locations. The ASK ME! campaign is launched at the start of each fall and spring semester to encourage new and continuing students to ask any questions they have wherever they see the ASK ME! logo displayed. Faculty, staff, and students identify themselves as resources by wearing buttons and hanging posters displaying the logo. They also staff resource tables throughout the week. The ASK ME! campaign is organized by the Office of New Student and Family Programs.

Safe Zone Training 201 – January 14
This in-depth series is available for anyone who has already attended Safe Zone 101 training and would like to further their knowledge around specific areas that affect the LGBTQ Community. January’s Safe Zone 201 focused on HIV/AIDS awareness with a speaker who discussed the newest medical prevention method “PREP.”
II. E. INFORMATION ITEM: NEWS AND EVENTS

FAFSA Completion Workshops – January 16, 27 and February 3, 6
In response to first lady Michelle Obama's Reach Higher campaign to encourage students to complete their education past high school, Northeastern Illinois University hosted four FAFSA Completion Challenge events at three of its locations. Staff and volunteers helped high school, current and returning students and their families complete their Free Application for Federal Student Aid. The workshops were held January 16 at El Centro, January 27, and February 3 at the Jacob H. Carruthers Center for Inner City Studies, and February 6 on the Main Campus.

Martin Luther King Day Tribute – January 21
Northeastern’s Annual Tribute to Rev. Dr. Martin Luther King Jr. featured a keynote address presented by Karen Lewis, president of the Chicago Teacher Union. Ms. Lewis delivered a speech titled “What does Social Justice Mean to Me.” Student performances and a Q&A portion were also a part of this interactive program. This event was sponsored by the African, African American Resource Center.

Jewel Box Series Event Featuring the Kontras String Quartet – January 22
Northeastern faculty members Susan Tang (piano) and Robert Heitzinger (baritone) accompanied the Kontras String Quartet in this exciting performance. Admired for their virtuosity, vibrancy and energy, the Kontras String Quartet is rapidly becoming one of the most sought after chamber groups on the scene. “Kontras,” which means “contrasts” in Afrikaans, is a fitting name for the unique ensemble comprised of artists from four different parts of the world: Europe, Africa, Asia, and North America.

Faculty/Staff Alumni Luncheon – January 26
The Office of Alumni Relations organized the first gathering for alumni employees, including faculty, staff, and administrators. Guests were invited to a complimentary lunch to spend time with fellow alumni.

To celebrate the historic gift from alumnus Daniel Goodwin, Northeastern and the NEIU Foundation hosted a celebration and official dedication of the Daniel L. Goodwin College of Education. Faculty, staff, students, alumni, and friends of the University were invited to celebrate and to kick off the Goodwin Gift Challenge, which is in effect for 2016, 2017, and 2018. The University hosted an exclusive VIP reception prior to the event, followed by the University-wide dedication of the college and celebration rally in Alumni Hall.

Safe Zone Training 101 – January 28
The LGBTQ+ Resource Center continued its Safe Zone training for the University community. These three-hour long trainings now provide participants with discussions centered on common language, multiple dimensions of identity, power, privilege and oppression and ally development. Safe Zone training continues to prepare faculty, staff, and students to become social justice allies to all members of the University community.

Mash Partnership Resumption – February 4
The Office of Public Relations, in partnership with the Office of Marketing and Web Communications, published its first advice column of the new school year in The Mash, the Chicago Tribune’s publication for high school students. Northeastern will publish three more advice columns during the remainder of the school year, each authored by a different faculty member.
II. E. INFORMATION ITEM: NEWS AND EVENTS

Office of Marketing and Web Communications expands internship program for 2016
The internship program allows Northeastern students to earn college credit while gaining valuable learning experiences outside the classroom by supporting the Office of Marketing and Web Communications. This hands-on training will enhance the interns' resumes and confidence, and make them competitive candidates for work in their future professions. This program has grown from two interns in 2015 to what may be four or more in 2016.

Northwest Chicago Film Society movie screenings (NWCFS) – Spring 2016
This partnership between the NWCFS and Northeastern’s Department of Communication, Media and Theatre brings screenings of 35mm film prints to Northeastern’s Auditorium on the Main Campus. The screenings will be integrated into Northeastern’s film studies courses, which serve more than 200 students each semester. All screenings take place at 7:30 p.m. and admission is $2 with a Northeastern ID and $5 for the general public. Scheduled screenings: January 13: “Peter Ibbetson” (Henry Hathaway, 1935); January 20: “The Sacrifice” (Andrei Tarkovsky, 1986); January 27: “Moonlight” (Archie Mayo, 1942); February 3: “Old Ironsides” (James Cruze, 1926) – Silent film with live organ accompaniment; February 10: “Sunny Side Up” (David Butler, 1929); February 17: “My Own Private Idaho” (Gus Van Sant, 1991); April 20: “Cisco Pike” (Bill L. Norton, 1972); April 26: “State Fair” (Henry King, 1933); May 4: “Get Crazy” (Alan Arkush, 1983); May 11: “The Naked Dawn” (Edgar G. Ulmer, 1955).

Visiting Writers Series – 2016
Upcoming readings for the Visiting Writers Series include: Randa Jarrar, February 4, 3 p.m., Recital Hall, Main Campus; Sara Levine and Brigid Pasulka, March 10, 3 p.m., Golden Eagles, Student Union, Main Campus; and Rob Spillman, April 12, 3 p.m., Golden Eagles. The Visiting Writers Series is sponsored by Academic Affairs and produced by the Office of Cultural Events with promotional support from the NEIU Art Department.

In Common magazine
The Division of Institutional Advancement, in collaboration with the Office of Marketing and Web Communications, completed and delivered the winter 2015 edition of In Common magazine to alumni and donors in December. A digital issue was added to the website using the Zmag platform.

Two new grants
The Division of Institutional Advancement finalized two new grants. A $16,006 award from the Greater Milwaukee Foundation - Donald P. Timm Fund will be used for need-based financial scholarships for undergraduate and graduate students in the Daniel L. Goodwin College of Education. More than 10 students will receive support. A $13,851 award from the Consulate General of Mexico will support annual scholarships of a maximum of $5,000 per student to pursue their secondary or post-secondary educations with a preference given to students who are Mexican or of Mexican descent.

Class Gift campaign
The Class of 2015 raised $5,322.01 from 222 gifts. This made the class of 2015 the largest class gift since the endowed scholarship began in 1996. The more added to the scholarship each year increases it’s earning power in future years. This year’s Class Gift campaign was led by students Nikki Ashmore, Ibon Hernandez, Heriberto Bastos, Edgar Torres, Diamond Barnes, Cheyenne Farrell, Laylah Servose, Alicia Mendoza, Brenda Bedolla, and Mary Toranzo.

Student Phone-a-thon
The Office of Development coordinated the second annual Student Phone-a-thon program in November. Eight Northeastern students called donors to thank them for past support and encourage them to make an end-of-year gift. This effort brought in donations and pledges totaling more than $7,000. In the spring, Development will again coordinate the Thank-a-thon program, in which current students call donors to personally thank them for their continued support.
II. E. INFORMATION ITEM: NEWS AND EVENTS

Leader Fund Appeal
The annual end-of-year appeal was mailed in late November to nearly 5,000 donors and friends. The Leader Fund appeal came closely in pairing with the latest issue of In Common magazine and the 2015 President’s Report.

New scholarship and Book Endowments
Dr. Alice Murata, faculty emerita of the Daniel L. Goodwin College of Education, made a gift to establish an endowment of $10,000 to the Hanako and Teruo Murata fund for the purchase of books with Japanese and Japanese-American themes for the Ronald Williams Library. Dr. Jacqueline Krump established a new scholarship endowment of $20,000 to benefit Early Childhood Education, her second scholarship to benefit this area. Alumna Leslie W. MacDonald (B.A. '70) established a $25,000 scholarship in memory of her late husband, Northeastern professor emeritus of History, J. Fred MacDonald.