

WESTERN ILLINOIS UNIVERSITY
BOARD OF TRUSTEES
Minutes of the Meeting
December 16, 2011

The meeting of the Board of Trustees of Western Illinois University convened at 8:00 A.M. in the Capitol Rooms of the University Union, WIU – Macomb campus. Trustee William L. Epperly, Acting Chair, presided.

Acting Chair Epperly moved to convene the Board to Open Session. Trustee Houston seconded the motion.

The following trustees were present to answer roll call:

Trustee Jesse E. Andrews
Trustee William L. Epperly
Trustee Donald W. “Bill” Griffin
Trustee J. Michael Houston

Acting Chair Epperly moved to convene the Board to Executive Session to consider personnel, legal, collective bargaining and other such issues as covered by Section 2.c. of the Illinois Open Meetings Act with plans to reconvene in open session at approximately 9:00 A.M. Trustee Houston seconded the motion.

Roll Call

Trustee Andrews	Yes
Trustee Epperly	Yes
Trustee Griffin	Yes
Trustee Houston	Yes

Motion carried. The Board convened to Executive Session at 8:00 A.M.

Trustee Lyneir Cole arrived during Executive Session.

Executive Session concluded at 8:36 A.M.

Acting Chair Epperly moved to reconvene the Board to Open Session. Trustee Houston seconded the motion.

Following Executive Session the Board reconvened in open session at 9:00 A.M.

The following trustees were present to answer roll call:

Trustee Jesse E. Andrews
Trustee Lyneir R. Cole
Trustee William L. Epperly
Trustee Donald W. “Bill” Griffin
Trustee J. Michael Houston

Also present for the open meeting of the Board of Trustees:

President Jack Thomas
Legal Counsel Representative Matt Kwacala
Interim Vice President for Administrative Services Julie DeWees
Administrative Assistant to the Board Kerry Lemaster

Provost and Academic Vice President Ken Hawkinson
Vice President for Student Services Gary Biller
Vice President for Quad Cities, Planning and Technology Joseph Rives
Vice President for Advancement and Public Services Brad Bainter

Advisory Group Representatives present:

Faculty Senate Chair – Steve Rock
Student Government Association President – Tucker Copi
Council of Administrative Personnel President – Jennifer Grimm
Civil Service Employees Council President – Bill Rupert

REVIEW AND APPROVAL OF SEPTEMBER 30, 2011 BOARD MEETING MINUTES

Acting Chair Epperly moved to approve the September 30, 2011 minutes. Trustee Houston seconded the motion.

Roll Call

Trustee Andrews	Yes
Trustee Cole	Yes
Trustee Epperly	Yes
Trustee Griffin	Yes
Trustee Houston	Yes

CHAIRPERSON’S REMARKS

Acting Chair Epperly said with that I’d like to welcome everybody this morning. I’ll talk a little bit about the composition of the Board here a little later, but I was debating in regards to opening comments as to what they should be, the Chairman’s comments, and I’m always afraid no matter what you say you’re going to forget or miss somebody so that’s always to me the biggest challenge. You try not to offend anybody with the opening comments. So anyway, in the process of putting this together I always like to say it’s a great day to be a Leatherneck. With that we’ll have the top 10 reasons why it is a great day to be a Leatherneck.

#1, and this is in no order of significance, I got to point that out, as I’ll explain a little bit later at the end. #1 is... Trustee Houston interjected so they’re not in order of significance? Epperly joked well, you’ll find out, but anyway. Graduation weekend, it’s always great to be here on graduation weekend. Joe we joke a little bit during our comments on graduation weekend-everybody’s happy for a lot of different reasons, but everybody’s happy.

#2, we’re here to celebrate tonight three alumni and they’ll receive their awards tomorrow, but three Alumni Achievement recipients. A very distinguished group: a Pulitzer Prize winner, an award-winning CBS radio reporter, and VP of Student Affairs at University of Alabama at Huntsville-three tremendously distinguished individuals.

#3, and again I hope I don’t butcher her name. Jenna Verity, senior political science major, and if I understand it correctly she was one of eleven from the region, and was Western’s first Rhodes Scholar finalist, so hats off to Jenna there for her accomplishment.

#4, the State has paid us for last year. We should be happy and in fact we have the bond company here today. Andrea wherever you're at here, but I just want to be sure that she's aware of that, that we do have our money for last year, so keep that in mind Andrea as we move forward.

#5, I want to thank Kerry and, I call it, her team, number one we're always challenging them and Mike actually challenged them a year ago to come up with ideas to be more efficient, to save money and so forth. And I received this CD in the mail a few weeks ago for our Annual Proceedings, and I thought that was outstanding. It used to be you'd get a book that thick, now it's right here on the CD. But anyway, also I like to joke with Kerry, no matter what I called her a couple times this week in regards to some board things, she's always a step ahead of me, which it doesn't take much. But on the other hand, I appreciate them being on top of their game here on it.

#6, I've seen numerous announcements the last several weeks in regards to the Honors Scholarship Program. Numerous recipients throughout the state and to me that's really neat when you see that and see the quality of those students.

#7, and this is why I said this is not in order of significance. We do have one board announcement, well actually I guess three, Bill was reappointed and I was reappointed, but the reason for number seven is we'd like to welcome Lyneir Cole to the Board. He was appointed by the Governor. Lyneir tell us a little about Lyneir. Trustee Lyneir Cole said I'm a 1987 LEA graduate from Western Illinois. I currently work for Seguin Services as a DCFS caseworker, dealing with developmentally disabled. I've been there for the last twelve years. I've been in the field of mental health for eighteen years. I've been the President of the Black Alumni Committee of Western Illinois University for nine years. I served on the Alumni Council for six years. I've served on the College of Education Advisory Board for the last six years, so, I'm glad to be a part of the Board of Trustees. Trustee Houston joked I may worry that the Governor is worried about our mental health that he sent an expert to us. Chair Epperly joked no comment. Anyway, congratulations Lyneir, we look forward to working with you and so forth.

#8, planning, to me, things happen that you plan for. Good planning in the long run gets good results. When I look at today's agenda and I look at some of the things that I've been seeing: strategic plan update; the master plan update; the housing plan that was put on the internet, which I thought was outstanding just from telling what's happening, the good, the bad, the ugly, whatever you want to call it, all the positive things that are happening from that standpoint; the energy management strategy. I thought everything with all the planning involved, all the things that we're working towards I feel cannot but have great results in the long run. Including in that, I was kind of shown a little bit the last week in the past obviously been working on the Quad Cities. Joe's going to talk about it, but I was at an open house there this past week, and again a very nice job by the Quad Cities group there, but again that's to me, what happens when good planning's involved.

Number nine, Dr. Ken Hawkinson is the new Provost. We'll talk about that a little bit later. I asked Andrea if I could ask his age and she said no. And so but I read his credentials and his credentials are so long that I figure he has to be older than I am. And Jesse was laughing at me earlier because of my age and so forth, but I just figure Ken has to with that long list of credentials. He's got to be older than I am, so, anyway, welcome aboard. And not aboard I guess, you've been on ship.

And #10, and this is why I said no order of significance, I saved to the last, maybe what should be number one, but our thank you to President Thomas. I told him when he announced in his, when he accepted the, when you were sworn in, he made a statement that I said President Thomas, this is going to come back to haunt you many times. His thing was we have to "think big and dream big" and I said I will hold you to those, to that statement numerous times in the future. So, I was glad to see that he's completed his first 100 days again to the credit there, it was put on the internet as to the accomplishments and so forth. This

weekend will be your first graduation. So, #10 was again, no order of significance that probably should have been #1, but it just gives a smooth transition to the next spot. So with that, I'd like to turn it over to President Thomas for his comments.

PRESIDENT'S REMARKS

President Thomas said thank you Trustee Epperly and good morning to all. I am delighted to be here and to have you here. I, too, would like to welcome Trustee Lyneir Cole as a member of the Board. These are exciting times in the history here at Western Illinois University.

We're excited, as Trustee Epperly has already stated, about this weekend. We will have our commencement exercises here. Currently, there will be nearly 670 undergraduates and graduate students participating in the commencement ceremonies. There's a total 1,226 students eligible to graduate this semester, so we're pleased with that and looking forward to commencement this weekend.

I'm also happy to report, as Trustee Epperly has already mentioned, that the State has paid us the remainder of what they owe us for FY11 and we're always pleased to receive those funds. However, the State still owes us \$20.2M in reimbursement for the current fiscal year. Therefore, we still have to remain very conservative in our spending and to make sure that we continue to follow the same process that we have in place for approvals and those kinds of things so that we will be able to continue to meet payroll.

I, too, would like to congratulate the new Provost, Dr. Ken Hawkinson as the new Provost. I look forward to working with him and, Trustee Epperly; he is older than I am, but we do appreciate that. Trustee Houston joked he's going to be filing an age discrimination suit. President Thomas joked I know we have our EOA person back there, but we won't get an age discrimination suit here.

I'm also pleased that we now have the keys to the building of Phase 1 for the Quad Cities Riverfront Campus and as Trustee Epperly mentioned we had a wonderful ceremony, not a ceremony but a celebration there the other night. We received a check in the amount of \$100,000 from AT&T for continued participation in a grant program. And as you all know, classes will begin at the Riverfront Campus on January 17th. And I won't say any more about it, I don't want to steal Joe's thunder. I'm sure he will be talking a little bit more about that.

As you all have seen in the newspaper and also on the news, we continue to work with the Wheeler Street situation regarding the incidents that we had last spring. We've had several meetings with the City of Macomb and we've met with our students. And the last meeting you may have read in the paper and seen on the news about what we brought the City together along with the students. We had a panel, Gary Biller and others served on that panel to come up with ways of how we are going to address the Wheeler Street situation, and the students. I'm very proud of the students and the way they came forth with their ideas. It was a very good meeting, and hopefully during the first of the year we will be meeting with the City to come up with other ways. Also, I don't want to leave out our SGA President. I saw him looking right into my eye that he was also on that panel, so we do appreciate all that you have done there to help us in that situation.

We have lots of exciting news here, things that are going on. You've already heard about Jenna Verity named as a Rhodes Scholar finalist. Although she was not selected, we are pleased that she was a Rhodes Scholar finalist. I do want to thank Dr. Rick Hardy, Interim Director of the Centennial Honors College, and also his staff for working along with her in preparing the nomination as well as the applications. One thing that we have done in charging him there is to look at others that we may consider applying for. Even though we may not get selected, our students may not get selected, at least they will know that Western is in the running. And it will help us as an institution in terms of our rankings and all of those, and being

noted as well, but we do hope to look at others such as the Goldwater Scholarship and others as well. Dr. Hardy and others are working on that. Also, we want to congratulate Laura Baker Lins, who is the Lincoln Laureate Award winner this year. We're pleased with that also.

As Trustee Epperly has already mentioned about the Centennial Honors Scholarships, we want to continue to avail ourselves and to work with our students in promoting the scholarship here on our campus and we're receiving some really, really good press from the releases that have been stated regarding those scholarships.

I also want to take this opportunity to thank Trustee Houston for hosting a reception at his home last month, so that I may have the opportunity to meet with legislators and alumni in the Springfield area. So, I do appreciate that. It was a good reception there.

I also want to thank Brad Bainter for setting up various meetings for me this semester. Our visits have been very, very productive in meeting alums as well as donors. These individuals are very, very supportive of Western Illinois University. In addition to that, I want to thank Dave Steelman for working with me and meeting the various legislators in Springfield this semester and getting me out there, so I can network and promote Western. Dave, I also want to thank you for working with the Senate President Cullerton and Senator Sullivan and their visit to Western.

As I said, these are exciting times. This will be my first commencement as President of this institution. We've had a wonderful semester, and I do thank all of you for your support and your ideas in helping to move Western to the next level. Thank you. At this time I am available for questions, if you may have them.

LEGISLATIVE UPDATE

Dave Steelman joked we're going to need lower microphones. Mr. Steelman continued thank you Mr. Chairman, members of the Board, and welcome Trustee Cole. It's nice to have you aboard. I want to talk about just a few items that happened during the recent veto session. On MAP Grants, Monetary Award Program grants, the legislature approved a transfer of \$33M from the ISAC student loan operating fund to the Monetary Award Program. That was part of the supplemental appropriations bill. The transfer essentially erases the \$17M reduction that was made to MAP, the MAP grant allocation for the 2011-12 fiscal year. That's good news for a lot of students and for the University.

Senate Bill 512, the infamous Pension Reform Bill, was amended yet again and moved to 3rd reading, but has not been called for a vote.

The legislature passed Senate Bill 1750, which is a bill dealing with changes to procurement requirements. That bill was negotiated by the University of Illinois with essentially no input from the other universities so it doesn't do much for us, but may have a slight impact.

We have good news/bad news on a house bill. House Bill 1079 contained a significant number of new and fairly burdensome reporting requirements for all the universities. We amended that bill to also include language dealing with inventory control, language that we were seeking. The bill passed, but was amendatorily vetoed by the Governor and since the legislature took no action on the veto, the bill died. So, we don't get the inventory control language we were looking for, but we also don't have the reporting requirements that were contained in the bill. Good news-bad news.

Speaker Madigan seems to be attempting to inject the General Assembly into the collective bargaining process. There's a house joint resolution 45 that states that the State shall appropriate no amount for new

wage increases associated with any and all collectively bargained contracts throughout state government until the State has demonstrated two years of operating surpluses. In my mind, two years of operating surpluses is going to be a long time. The operating surpluses are essentially determined by the Comptroller's Office. That resolution moved to the House Revenue and Finance Committee and might be taken up in the spring. And, we've already had requests from legislative staff regarding information on our collective bargaining contracts.

Federal Budget Conference Committee has acted on Amtrak funding. The committee rejected a proposal that would have prevented Amtrak from using any federal funds to help pay states for state-supported routes. That provision would have effectively forced a shutdown of most if not all of Amtrak's service in the State. They'll be receiving less money than they got last year, but the good news is the routes including the route that's so important to Western will remain open.

As President Thomas indicated, Senate President Cullerton visited campus recently along with Senator Sullivan. I think we presented a fairly well balanced picture of some of our accomplishments as well as our needs. I want to thank everybody that participated in that. On a somewhat related note, the new Chief of Staff for the Senate President is an individual named Dave Gross, who was the, my counterpart, governmental affairs for Southern Illinois University for many years. I think it'll benefit us to a great extent to have somebody that familiar with higher education in that position.

And finally, I just want to echo President Thomas' comments. Board Member Houston was kind enough to open up his home during veto session for a reception, a good opportunity to meet and talk with President Thomas, and we thank you for your hospitality. That's all I've got. I'm happy to answer any questions.

Acting Chair Epperly said any update? I just refer to it as the health insurance issues that seem to affect us. Mr. Steelman said there hasn't been any legislative movement. There have been discussions with, we've had some recent meetings with the Governor's Budget Office and it appears that there'll be some type of push from the State to try and push both additional pension and insurance costs onto institutions. We don't know how that might shake out yet, but that's something they might be looking for. The Health Alliance, as you know the contract was extended to the end of the fiscal year. What they do in terms of bids at that point remains to be seen. Health Alliance has been working them hard.

GENERAL COMMENTS BY VICE PRESIDENTS

Academic Services

Acting Chair Epperly said we'll move on to comments by our Vice Presidents. We'll start with #9 on my top ten list. Congratulations Provost Hawkinson, and the floor is yours.

Provost Ken Hawkinson said thank you very much. The ceremonies recognizing the academic and personal accomplishments of our students and alumni will be held today and tomorrow during our Fall Commencement. The ROTC Commissioning will be held today in the Prairie Lounge at 4 P.M. The Academic Honors Convocation will be held this evening in Western Hall at 5:30, and then we have the Undergraduate and Graduate Commencement ceremonies tomorrow at 9:30 and 1:00. It will include giving the seniors their diploma covers, hooding the graduate degree candidates, presenting three individuals with Alumni Awards and two doctoral students will be receiving their degrees at the 1:00 ceremony tomorrow.

Trustee Epperly, you mentioned many of the planning initiatives at the University level and in Academic Affairs we began our budget and planning process for the next fiscal year. Chairs are in the process of meeting with their faculty, and deans and directors are meeting with their chairs and their departments

and units to prepare the 2013 Consolidated Annual Report planning document and budget request. This is a process we go through every year and in this report deans and directors discuss how well they've met their goals from the previous year, their accomplishments, and how they use the resources that they were provided. We have a lot of accountability in the academic affairs areas in all areas. In addition, they develop goals for the coming year and requests for new funding. The deans and directors will submit their reports in mid-March of this year and will formally present their reports in a public meeting in April and then I will submit my report to the President in a public meeting later that same month.

Desire2Learn, the online course learning management system behind WesternOnline is being created. It will be effective next summer. It's well under way towards its final development and deployment. Since late summer, the administrative team has worked very hard with consultants from Desire2Learn to finalize our implementation. Faculty will have access to the new system early in spring 2012 semester. We look forward to the many new features and updates that will enhance our online learning environment.

The National Council for Accreditation for Teacher Education (NCATE) conducted its onsite visit in early November. I'm delighted to say that the visit went well and we look forward to receiving the final outcome by April of 2012.

In addition, the Accreditation Board for Engineering and Technology (ABET) conducted its onsite visit also in early November. It was actually the same days. This visit also went well and we look forward to hearing the final outcome from this organization by August of 2012.

We're continuing to do a comprehensive review of our First Year Experience program. We will have a report outlining strengths, weaknesses, and proposed changes by the end of March.

In addition, the School of Graduate Studies is following up on recommendations from Noel-Levitz. Highlights include an increase in recruiting efforts, meetings with all program directors of all graduate programs, and exploring the possibility of establishing a Graduate Research Day similar to our Undergraduate Research Day. And of course, we continue to monitor our cash flow and to ensure that our fiscal resources are spent wisely and only after multiple levels of review. This concludes my remarks, and I'd be happy to answer any questions that you might have.

Acting Chair Epperly asked the first hundred day report President Thomas put out, I think referred to a number of faculty positions that had been filled. Where are we at with positions? I know, if I understand it correctly and because of the fiscal issues, we're holding positions. What's the status there with faculty? Provost Hawkinson said yes, we've been releasing positions in phases as the funding came in from last year and some came in from this year. The first phase was in September where it was the highest priority positions. And then there was a second phase about a month ago, and then I just began to release a few additional positions based on the most recent news that the money has come in. I would say in terms of open positions, these would be positions resulting from retirements or resignations, that I probably released about 80%-85% of those available positions. That would be about 25 positions, so there is maybe 5-10 positions that are still being held as we continue to examine the budget situation, and also look at the data that comes in from those individual departments to ensure that there is need to replace those faculty.

Advancement and Public Services

VP Brad Bainter said thank you and Trustee Epperly let me assure you that I do know how old Ken is, because we graduated the same year and as I have access to the database I know how old you are. Ken is younger.

University Relations – let me start there. Since our September meeting, we’ve been very busy there. These are our top ten stories that we’ve covered since then: Jenna Verity named Rhodes Scholar finalist, which we’ve mentioned previously; the new Centennial Honors Scholarships releases being sent to students hometowns to promote their accomplishments and the new scholarship; the story on the new Provost; working with the QC campus to promote the completion of Phase 1 at the Riverfront; the Wheeler Street block party meetings and follow-ups; the Mock Presidential Election; *Think Purple* Campaign; budget updates; the Theme Speaker Series; and Big Pink Volleyball. That’s just ten stories of many, many that we have covered this fall.

Let me move on to Marketing, and let me first say a huge thank you to both Darcie Shinberger and Teresa Little for all the assistance and help they’ve provided and oversight of our Marketing program since the departure of our Marketing director earlier this fall. Things that are happening wouldn’t have happened without what they are doing for us. First off, Teresa Koltzenburg in the UR division and student videographer, Daniel Kruzel, produced a new 30-second commercial promo for WIU featuring Jeff and Jordan Liles and recent WIU alumni Eboney Chambers, a local teacher. The spot is currently airing on WGEM and WGEM’s Fox station, as well as it started I believe yesterday airing in theaters in Chicago suburbs, Springfield, Quad Cities, Quincy, and Peoria and will go through mid-January. And Doug if we can run that commercial right now, 30-second spot so everyone can see what is airing. [*There was a presentation shown.] VP Bainter continued thank you, again that’s appearing, we’ve tried to time that when the students are actually out on their holiday break, and so it’ll run for about a month in the theaters around the state as well as on TV. I know many people have seen it already on the local TV and have commented on it in a positive manner.

Teresa and Daniel also produced the 2011 Holiday Greetings Video featuring the University Singers under the direction of Dr. Stegall and a holiday message from Dr. Thomas. That video now has been viewed close to 2,000 times at this point and a lot of positive feedback on that as well. And I would like to thank Dr. Stegall, and really the whole Fine Arts area, for the continued support of the activities that we do in promoting Western.

Our University Relations design staff have also designed numerous billboards and newspaper advertisements to promote Jenna Verity as the Rhodes Scholar finalist, alumnus Mark Konkol as a Pulitzer Prize winner, and to promote WIU’s *Think Purple* Campaign. Just an example, we took out a full page ad in the Chicago Daily Herald featuring Jenna and congratulating her on the award as she is from Schaumburg, that’s one of the areas that was covered. The billboards continue to give us a lot of exposure, and they’re up in Chicago land area as well as throughout the state near Bloomington, Peoria. And if you’ve noticed, a new ad just went up in the kiosk behind the University Union. You may have noticed the new ads coming into the front of the Union, and I thank both John Biernbaum and Ann Comerford for allowing us to use space in the Union for those types of activities. This is an example you see of some of the stuff that’s been appearing around the state in newspapers. And I’m pleased, I think we just had a principal in the Chicago area just tell us that they’re seeing Western everywhere right now, so the Purple stands out. We have quite a few promos in Woodfield Mall during the month of December and the Purple does stand out and they look very nice, so I’m very thankful to Darcie and her staff for the work they’re doing in those areas.

In addition, last week we really did participate and help the Athletic department in the promotion of the WIU/EIU rivalry weekend, and I think it paid off with a nice crowd at the game last week and a nice Western victory over Eastern.

The Visual Production Center, in addition to numerous photographs chronicling WIU athletics, events, and activities, etc., VPC continues to complete several large format projects on campus and in the community including designing and installing new pieces for the kiosk behind the Union and the

windows for the Murray St. entrance to the Union. We continue to work with Noel-Levitz on marketing and recruitment. We continue to send *What's Happening at Western* E-Newsletter to prospective students every other Monday. And as of December 15th, the Facebook count for WIU was approaching 15,000, up 1,031 since September. Darcie and Teresa continue to monitor the University's official Facebook page to ensure that all posts are appropriate and relevant to WIU.

Finally, in our Scholarship area, Terri Hare and Clarene Royer will once again oversee the disbursement of \$3M in financial aid and scholarship support to students this year. And right now are keeping very busy with students to assist them with financial matters, so that they can stay in school and register for the spring classes and the spring semester. Thank you.

Trustee Houston said the ad that you had for Jenna Verity in the Springfield paper, when you use that purple background that just jumps right out of the page and you've got a billboard right there on I-55 going into downtown Chicago which is again a very, very prominent type of space. I do have one question: did you and Chairman Epperly buy your shirts at the same time or do you shop at the same store? VP Bainter joked we do shop together quite often. And let me add just one thing, because Bill mentioned it. There's probably not a university in the country or very few that can sit there on one weekend and say they have a Pulitzer Prize winner and an Edward Murrow recipient on campus at the same time, and a Rhodes Scholarship applicant and finalist at the very same time. So, we should be very proud of Western this weekend.

Acting Chair Epperly said again, two things, the *Think Purple, Think Success, Think Western*. I hadn't seen that; I think that's excellent. And to reiterate, the billboards, I took a different route because the Eisenhower was a parking lot when I left and so I came down 80, which I normally don't do, and I think I saw four billboards from the time I left my house. Well, no, actually five or six because there's two between here and Monmouth which again has to be eye-catching there.

VP Bainter said and let me add one more thing to also thank President Thomas. He recognized that we needed to increase our marketing efforts, and he has increased our budget significantly to allow us to do more things like this.

Student Services

VP Gary Biller said thank you Mr. Chairman, members of the Board. First of all, let me start by saying this has been a fantastic fall semester for our students. They have been enthusiastic and energized and engaged and that's the kind of student body that you want to work with. It's been a very pleasant and rewarding semester. I'd like to give you a few highlights and I will not talk about Admissions or Athletics since they are going to be presenting later on but from some other areas. First of all let me thank our students and our alumni groups who made Homecoming such a memorable week and memorable event. I know I saw many of you there during that time, and I think it was a fantastic time for Western. We also hosted a Mom's Weekend. We had over 700 moms attend that event, and we think that was good. We hosted Take Back the Night program to end sexual and domestic violence, and we had over 500 participants in that. That is the largest of those kind of programs in the State of Illinois, so it was very significant for us. We've also participated in Big Pink Volleyball, we raised over \$16,000 for the local breast cancer awareness.

We continue also to work with Noel-Levitz to review our web presence and make improvements in that area. And as required by federal law, we have added a cost calculator on our website to help prospective students and parents estimate the cost of attending Western.

Housing and Dining services, with Sodexo, sponsored a "Stuff the Bus" campaign. This was fun, we had 53 student organizations and 400 student volunteers gather thousands of pounds of food and hundreds of

dollars for local charities to distribute in our community over Thanksgiving. Another volunteer effort was our W.A.V.E., which is the Western's All Volunteer Effort, and Dr. Thomas and I greeted them on a Saturday morning and sent them out on their way. We had 60 volunteers: students, faculty, and staff who went out into the Macomb Community and contributed over 200 hours of volunteer service to local agencies, charities, nursing homes, things like that.

Our Disability Resource Center served over 350 students this semester and hosted a very successful celebrating Disability Awareness Day.

And then along with the City and County, the Western GoWest Transit System participated in an effort to create a new Transfer Center for rail and bus passengers, and we had that grand opening in November. We are the recent recipients of a \$1.5M grant from the U.S. Department of Transportation to be used for the purchase of four new buses for that system.

Our Veterans Resource Center, which serves over 800 student veterans on this campus has initiated Project Strive, which is a mentoring program for high risk student veterans. We hope to have that pretty well developed by the time we anticipate an influx of new veteran students this fall for those who are being released at the Iraqi effort.

Let me highlight a few staff members and the student of distinction for this fall semester. Dr. Rick Iverson, one of our physicians at the Beu Health Center, was recognized by the Illinois Rural Health Association as a Rural Physician of Excellence, and we're very proud of his work. Ms. Ann Comerford, Director of our University Union, received the Sue Maul Distinguished Service Award for our service region. Joe Roselieb, from University Housing & Dining Services was recognized as the Outstanding Facilities Manager by the Great Lakes Association of College and University Housing Officers. And Judy Yeast, from our recreational services area received the 2011 Service Award from the Illinois Intramural-Recreational Sports Association. And then one of our students, Tenisia Adams, a senior English major from Chicago and President of our Inter-Hall Council was the recipient of the Distinguished Service Award from the Great Lakes Association of College and University Housing Officers also. These are just some of the highlights of this fall semester. There are many, many more that if we had all day I could share with you because I'm very proud of our students and our staff. They've done an excellent job representing Western this year out in our community and out across our state. This concludes my remarks. I'd be happy to answer any questions you might have.

Acting Chair Epperly said I know Ann is here. Are any of the other recipients here? Joe? Please stand, Ann, Joe. Any questions for Dr. Biller? #1, I need to clarify you said it's been a fantastic semester. It's a fantastic semester because you are now a Leatherneck. You are now amongst the chosen children. This is the first year.

And then secondly, and I didn't know whose report to mention it under but the, kind of the Admissions and Student Services and so forth, and I think didn't we just recently receive an award for safety, being a very, I call it a safe campus? I was thinking I'd seen that somewhere on the website recently, recognized and so forth. But point being, I find that it's something that we really should also market. A friend of mine is an online student. This semester is taking a couple courses at UIC because he couldn't do them online through Western. He signed up, when he signed up for his classes the week of Thanksgiving week, so to me it would be a short week, I guess they still had session or whatever for a couple days there. The first three days that he signed up, once he actually enrolled, he received three campus alerts within three days. And he told me, he said, I've been at Western, and I can't remember when I received the last one. And in three days, there was two armed robberies of students and one other, which I don't recall what exact details on it. But to me, that is a tremendous marketing issue when it comes to parents and a huge, I think advantage for Western and a publicity thing.

Administrative Services

Interim VP DeWees said thank you. I'm going to start out and discuss cash and cash flow for a little bit. At the beginning of this fiscal year, the State owed the University almost \$25M for FY 2011 expenditures. We finally received \$12.3M at the end of September and then \$12.4M the first part of December. So keep in mind that we spend about \$10M per year, so for this fiscal year...President Thomas interjected \$10M per month. VP DeWees said yes, per month. Thank you. For this fiscal year, we've received reimbursements from the State totaling \$13.5M. At the last Board meeting in September, we were very optimistic because we had received \$9M for the first, for July, August and September. So we had \$9M then, unfortunately we did not receive any reimbursements for the month of October, then we received \$1.9M the first of November and \$2.5M the first of December. I know this sounds very negative, but currently we have cash on-hand of \$28.8M. To put things in perspective, this time last year our cash balance was a little over \$12M, so we are definitely in a better spot than we were. And, we're still keeping a very close eye on everything. We're waiting on reimbursements from the State of \$22M for payrolls and also \$6.2M for our fall MAP grants. So and then in January, we'll probably have another \$6M from the MAP funding, so we are keeping a very close eye on that.

Just a few other things, we've had two meetings with the Governor's Office of Management and Budget within the past couple of weeks to discuss our fiscal year 2013 budget. It was very promising, and we've not had that opportunity before. This is the first time we've ever had the opportunity to speak with them. The Budget Office will be submitting our fiscal year 2013 submission to the Illinois State Legislature and that'll be due in February, so we'll start in on another phase of that. A few other things we'll be discussing the issuance of bonds. We're going to be doing that soon, and the Director of the Physical Plant is looking into Energy Savings Contracts or what we call ESCOs and we're going to start discussions on that soon. We're thinking right now, it's a way to fund projects on campus that will hopefully, that are guaranteed to produce cost savings, energy savings pardon me. I think what we're going to do is go out first for a small issuance to see how it works and then maybe go later for a larger issuance, but we're going to take that very carefully.

You may have noticed that the fuel oil tanks by the heating plant are gone. Unfortunately we have had to fire up the coal burner because we need a backup fuel source or heating source. So in order to back up the gas burners, we had to fire up the coal burners. We have selected three firms to come to campus that will be in January. They're going to be looking at our Macomb Campus Master Plan Update, and that's all I have. Any questions?

Acting Chair Epperly said you mentioned the Governor. You had an opportunity to meet with the Governor's Office if I understood that right, and you said that was the first time? VP DeWees said yes. Epperly continued why did we have that opportunity, do you know? President Thomas said well, I think it was because of the things that we submitted on the list, what's that list called Julie? VP DeWees said it was what we submitted for our priorities for fiscal year 2013. President Thomas continued right, and we also have some legislators who are very interested in supporting us with the completion of Phases 2 and 3 as well as operational funds for the new Quad Cities Riverfront Campus as well as other things here on this campus. And also, thanks to the help of Dave Steelman, who connected us with various legislators as well. I think all of that helped us.

Quad Cities, Planning and Technology

Acting Chair Epperly said with that, Dr. Joseph Rives, Vice President of the Quad Cities, Planning and Technology. And again as I mentioned in whichever number that was, I attended the December 7th open house and President Thomas mentioned it there, but a very, very nice reception there in the Quad Cities. And it was very nice to see a number of very, I call it, prominent Quad Cities business people were there and many of them supported Western there in the Quad Cities and so forth.

VP Joe Rives said thanks for that comment. Doug, we're practicing, I'm doing the Master Plan later this morning. First off, to begin my comments. I, too, want to recommend Trustee, well not recommend, congratulate Trustee Cole on being appointed. Lyneir, I've had the great honor and privilege of working with you on Alumni Council for many years and your commitment and passion for Western is bar none-another great reason to be happy about being a Leatherneck, so welcome.

In the area of the Quad Cities, we move on Tuesday so if you're not doing anything and want to get a little physical exercise we could use some box movers. We start at 7:30 A.M. We look forward to seeing you there. As said, we had an event in the Quad Cities on the Riverfront Campus. It was to be an appreciation for our 50 donors who have donated \$50,000 or more to the Quad Cities. AT&T got wind of the event and wanted to make it a chance to give Western \$100,000 in the third year of a grant and people brought their friends so caterers counted 158 people at the event. And, we had about that many RSVPs for ribbon cutting, our grand opening celebration, without sending out the invitations yet. So, we look forward to a very grand day on January 17th and time to be announced in the Master Plan presentation.

In the area of Institutional Planning, the review, update of *Higher Values in Higher Education*, is well underway. Thank you very much to Associate Provost Parsons for being the greatest co-chair on the planet as well as the governance leaders sitting behind me, as we've worked through and we're about to release the draft one to the campus when everybody returns in January. Another action to note in the area of university planning of high distinction is the Higher Learning Commission-North Central Association of College and Schools allows Western now, through our application, when Academic Affairs and you approve off-campus programs. In the past, we had to apply to NCA as well after your approval so they could make sure the site was educational sound, the curriculum was sound, etc. We're now in the top 1% of institutions of the 1,900 member institutions that just have to tell NCA we're doing off-campus instruction in Springfield or Chicago. No approval necessary, so again that's the very highest echelon and it's due to great, sound procedures in Academic Affairs and your conservative fiscal management of the institution.

In the area of Technology, you read about the 73% increase in bandwidth and more to say about technology plans in the Master Plan Update. With that, I wish you all a very Happy Holiday Season, and I yield for any questions you might have. Acting Chair Epperly joked I have nothing, something's wrong. VP Rives joked oh my God, I'm going to go buy lottery tickets, excuse me. Acting Chair Epperly said I'll get you later in the Master Plan.

ADVISORY GROUP REPORTS

Consent Agenda: Civil Service Employees Council (CSEC), Council of Administrative Personnel (COAP), Faculty Senate, and Student Government Association (SGA):

Student Government Association President – Tucker Copi

Tucker Copi said thank you Trustee Epperly. The advisory group reports were distributed to the Trustees last week. I would like to thank Christi Reed as well as the other board staff members for their help with that.

Just one thing I wanted to point out from that, we, as Dr. Rives mentioned, we are pleased at the review of the Strategic Plan *Higher Values in Higher Education* is going well and on schedule and we're excited about that release in the coming weeks.

The submitted Consent Agenda is as follows:

The constituency groups once again commend the administration and the Board of Trustees for their leadership during these challenging times.

The constituency groups are pleased that the University is invested in maintaining and enhancing university buildings and infrastructure despite the budget situation. That said, the aforementioned groups support the University's decision to remove the building at 306 Western Drive from the Auxiliary Facilities System. We also support the resolution granting approval of the Thompson Hall, and University Union projects, as well as the recommendation to finance them through the use of AFS Revenue bonds.

We are pleased to see that the University has devised an Energy Management strategy that complies with the new state law. It is our hope that the University will continue to do everything in their power to decrease WIU's carbon footprint, by continuing to develop strategies that will lead to a greener university community.

We are also pleased that the review of our Strategic Plan-*Higher Values in Higher Education*, spearheaded by Vice President Joe Rives and Interim Associate Provost Nancy Parsons, is proceeding in a thorough and fully transparent manner.

Again, the constituency groups would like to thank everyone for another terrific semester. While we are still dealing with a number of critical budget issues, it is our hope that all constituencies will do their very best to continue to move WIU forward.

Student Government Association President – Tucker Copi

Tucker Copi continued from an SGA standpoint, the 43rd Legislative Session of Student Government Association was a huge success. Senators from various organizations around campus brought forth legislation to attempt to improve the student experience and for that I would like to thank them.

We would also like to thank the members of the administration, especially from Dr. Biller's office and President Thomas for being willing to address student needs as quickly as possible. The dialogue between SGA and the administration has been, I think, very abundant this semester, and I hope that continues as the year goes forward.

I'm also pleased to announce that the planning for the 3rd annual SGA-IHC formal is well underway and all proceeds will once again be going to the Illinois Autism Society. We would be honored to have as many Trustees and administration members present as possible this year, so please be on the lookout for that invitation.

I would also like to thank the Student Government Association's two advisors, Michelle Janisz and Kim McElhany for all of their hard work this semester.

Again, SGA would like to thank everyone in this room for their leadership during these difficult financial times, and SGA remains confident that Western's best days are still to come. So, I would like to open up to any questions on either the advisory report or the SGA report. And if there's none, I'll yield back to the chair.

Acting Chair Epperly asked you completed the Road to the White House right? Tucker Copi said I did, I apologize, the Mock Presidential Election was another tremendous event. I know someone mentioned it previously. I'd like to thank Dr. Rick Hardy for his work on that as well as the student leaders, but I know several members of the administration were in attendance at that event and there was nothing but positive feedback, so it went really well. Acting Chair Epperly said good job, I saw some articles in regards to that.

Council of Administrative Personnel President – Jennifer Grimm

Jennifer Grimm read the submitted COAP report aloud:

COAP would like to congratulate Dr. Hawkinson on his appointment to Provost.

The Council of Administrative Personnel held the Fall General Membership meeting on October 20th with Dr. Thomas speaking to the group. We appreciate this time with Dr. Thomas and are thankful for his commitment to the employees of this institution.

COAP developed three new committees for members to get involved in: Salary Equity, Professional Development and Social Outreach. These committees were created based on feedback from the COAP survey conducted in August.

We would like to thank Dr. Thomas, Dr. Biller and Brad Bainter for attending a COAP executive meeting to talk about the goals and initiatives in their divisions. We have learned a lot from these discussions and look forward to seeing these goals and initiatives met.

We wish the QC campus members a safe move to the Riverfront campus.

We extend congratulations to the fall 2011 graduates and best wishes for a wonderful holiday season to the entire University community!

Faculty Senate Chair – Steve Rock

Acting Chair Epperly said with that, Steve Rock, Chair of Faculty Senate and actually a new neighbor of mine or in the process of being a new neighbor. And I will mention that he is also a Bear fan, so our condolences from that standpoint as I'm a Packer fan.

Steve Rock said thank you Chair Epperly. I really don't have anything to add beyond the written report other than to wish everybody happy holidays and a great semester break. Acting Chair Epperly joked could you be a little more concise there Steve? Thank you.

The submitted Faculty Senate report is as follows:

Since the last Board meeting, the Faculty Senate has approved several new course offerings and program changes. It has clarified the rules on assessment of General Education courses to specify that each Gen Ed course gets evaluated relative to its goals each semester, unless granted a waiver. The Senate has also given direction to its Council on International Education to firm up the understanding about the Foreign Language/Global Issues graduation requirement; this included specifying that three years of high school foreign language must be taken in the same language in order to qualify as meeting the requirement. The Senate also received presentations on: the Performance Based Funding model for public higher education in Illinois that has been mandated by state law, open access publishing, and attendance tools available through CITR. There was a brief discussion about the effects of plus-minus grading based on statistical evidence provided by the Registrar. Due to the biennial reapportionment of the composition of the Senate, there will be one additional senator added from the College of Arts and Sciences beginning in fall 2012.

The request by the Faculty Senate for the Board of Trustees to consider adding an ex-officio faculty member to the Board remains a priority. A list of Boards from around the country that do this was shared with Trustee Epperly, along with some national statistics. Given the current vacancies on the Board due to the inaction of the governor, we feel it is even a more propitious time to consider this request.

Civil Service Employees Council President – Bill Rupert

Bill Rupert read the submitted CSEC report aloud:

The Civil Service Employee of the Month for October 2011 was Marlin Danner, Communications Services Specialist II in Telecommunications. For November 2011 was Vicki Nicholson, Administrative Assistant I in the Office of the Provost and Academic Vice President. December 2011 was Ashley Katz, Facilities Manager in Event Planning & Services. We would like to thank all the Employees of the Month for their ongoing service in support of the University's mission.

The Civil Service Employees Council sponsored the Winter Luncheon with games, scholarship fund raising raffles and a performance by Elvis. The CSEC Employee of the Year, Marsha Grotts, Campus Recreation Facilities Manager, was honored as were all this year's Employees of the Month and the CSEC Scholarship recipients of 2011. Over 150 employees attended the luncheon and the CSEC successfully raised funds to support ongoing awards of scholarships.

Retired CSEC past president, Ed Lavin has taken the lead in the effort to develop the Civil Service Retiree Volunteer group to support Council and University activities.

The Council has voted to reorganize the Committee and Representative Reports structure to streamline and update Council functioning. The Council wishes everyone a safe and joyous holiday season.

Mr. Rupert added beyond that we'd like to thank President Thomas for the time he took to address the Civil Service Employee questions about the state of the University, that was earlier in November we had two sessions. I have no more to report.

FINANCE COMMITTEE REPORT

Acting Chair Epperly said with that, we'll move into the board committee reports. We'll start off with Finance. Again, as I'm going to discuss the Board situation under elections a little later, but I've asked Mike to take care of the Finance Committee for today.

Purchases of \$100,000-\$500,000 Receiving Presidential Approval

Trustee Houston said there were three that were reported, if there is any questions on those I'm sure Julie would be happy to answer.

Report on Investment Activities

Trustee Houston continued Julie, would you? Dana Biernbaum said I don't really have a lot to add to what you see there. I just want to remind you that total investment where we show to have over \$100M invested does include the proceeds that we draw down from Certificates of Participation and Bond Issues. So, that's not just operating dollars that we have at our disposal. Those are designated for special projects that are going on on campus for which we've borrowed so if those numbers look large in comparison to 2009 that's why. Also, I wanted to note if you look at the very bottom line of that report where it says Citizens Checking that is just an operating account and I questioned why we indicated \$700,000 balance this year and nothing in prior years. The two prior years were just omissions. They didn't include that operating account in this report, so I've asked that before next quarter they will show you an apples to apples comparison of the balances in that account from one year to the next, so just an oversight on our part and we will get that corrected for you.

Report on Contributions

Trustee Houston said I'll turn it over to Brad. This starts on page 85. VP Bainter said thank you. The campaign has crept over 80% of our goal toward our goal of \$60M as we sit just over \$48M right now.

We have just right at two years left in the campaign, so I have no doubt that we will comfortably reach and succeed our campaign goal. It certainly is a testament to the alumni and friends and corporations of Western Illinois University through these tough economic times to be able to say that we're going to be able to achieve a goal like this. And I certainly need to thank all of our development officers for their work during this time in helping to achieve this goal. It would certainly be remiss of me not to also thank the staff in the Foundation & Development Office. It's refreshing to come to work every day and have them come into my office and ask if there is something they can do, and come in with new ideas that they'd like to implement, so it certainly is a team effort to get to this goal.

I would like just to highlight a few gifts. Certainly and first and foremost, Dr. Thomas and his wife Linda for a campaign commitment of \$25,000 to the campaign. It helps us to note the President steps forward and makes a commitment to support the University, and that gift will support many, many areas on campus, so thank you Dr. Thomas.

Without a doubt, the alumni in the Quad Cities are somewhat torn with the new campus up there many of them, most of them actually graduated from this campus and they want to support both areas and so Roger Clawson, the President of the Alumni Council, stepped forward. He's already made a campaign commitment to this campus and last week made a campaign commitment of \$10,000 to the Quad Cities campus, and I'm sure that will encourage others to do the same. And I certainly appreciate the predicament that many find themselves in right now. His gift also included \$2,500 for this campus to help kick off a landscaping project for the Alumni House.

Just very quickly, other gifts, and this highlights really the importance of estate planning to us. Many people in Macomb knew Dorothy Bates Jessee, and so a gift of about \$100,000 from her estate. The Caterpillar Foundation: \$91,500, that is to send six students to China to study for one semester and to cover their costs. They will also cover travel expenses with that. One of our accounts, the Mary Mabon Estate helps fund our very top scholarship here at the university, the Presidents Scholarship, and that has been an ongoing process for many years and we received another gift of \$219,000 and we're told another \$29,000 is coming and will result in the gift being over \$1M from the Mary Mabon Estate. Sodexo: a gift of \$300,000 this semester. And the last one I just want to highlight very quickly, several years ago I had the opportunity to visit a lady named Gladys Anderson in Minneapolis, and over the years we've become very close friends which is a difficult part of this job when someone passes away. I was ready to make the annual trek to Minneapolis this summer to help her celebrate her 101st birthday, but her nephew called and said she had passed away. Gladys is from Preemption, IL, a nice little house right there on the highway on the way to the Quad Cities, and the gift has continued to grow a little bit through her estate. We first talked about \$250,000 and then a little bit more and then \$800,000. Well we received the first distribution of almost \$500,000 this fall, and we'll probably receive another distribution of \$500,000 eventually when the estate closes. For a \$1M gift for scholarship support for teachers, those who want to be teachers, so it's a great story that we want to promote a little bit more about. She was a wonderful, wonderful lady and I will miss her dearly. That concludes my report. Acting Chair Epperly said she was from Preemption? I was born and raised in that area. Wow.

Resolution No. 11.12/1: Purchases of \$500,000 or More

Trustee Houston moved to approve Resolution 11.12/1: Purchases of \$500,000 or more. Trustee Griffin seconded the motion.

Trustee Houston said basically what we have here is the approval form contracting for Phase 2 of the steam line replacement. Any questions? Please call the role.

Roll Call

Trustee Andrews Yes

Trustee Cole	Yes
Trustee Epperly	Yes
Trustee Griffin	Yes
Trustee Houston	Yes

Motion Carried.

Resolution:

WHEREAS Western Illinois University has a need to continue with Phase II of the project to replace aged steam lines; and,

WHEREAS the above mentioned project has been administered in accordance with the Illinois Procurement Code and all other pertinent statutes and rules:

THEREFORE be it resolved that the Board of Trustees approves the contracting for Phase II of steam line replacement.

Steam Line Renewal Project – Phase II

ITEM DESCRIPTION: The labor and material needed for the steam line renewal project on the University’s Macomb campus.

The University has experienced serious, multiple breaks in aging steam lines requiring parking lots to be torn up and leaving campus buildings without heating or cooling. The steam lines subject to repair and replacement serve 1.5 million square feet of space, including four academic buildings and six residence halls. This phase of the project, Phase II, includes upgrades and additions to the existing steam and condensate distribution network and associated auxiliaries that connect Western Avenue to Thompson Hall and Brophy Hall to North Quad.

COST:	\$ 4,029,450.91	General Contractor
	\$ 1,249,000.00	Mechanical Contractor
	\$ 25,000.00	Ventilation Contractor
	\$ 30,000.00	Plumbing Contractor
	<u>\$ 233,000.00</u>	Electrical Contractor
	\$ 5,566,450.91	Total without contingency
	<u>\$ 195,880.00</u>	Contingency
	\$ 5,762,330.91	Total with contingency

RECOMMENDED VENDOR:

Leander Construction Co., Inc.; Canton, IL	General Contractor
The PIPCO Companies, Ltd.; Peoria, IL	Mechanical Contractor
The PIPCO Companies, Ltd.; Peoria, IL	Ventilation Contractor
The PIPCO Companies, Ltd.; Peoria, IL	Plumbing Contractor
Quick Electrical Contractors; Fairview, IL	Electrical Contractor

FUND SOURCE: Local

SUMMARY OF BIDS:

General Contractor	
Leander Construction Co., Inc.; Canton, IL	\$4,029,450.91
Laverdiere Construction, Inc.; Macomb, IL	\$5,411,650.00
Mechanical Contractor	
The PIPCO Companies, Ltd.; Peoria, IL	\$1,249,000.00
Ryan & Associates, Inc.; Davenport, IA	\$1,350,700.00
Commercial Mechanical, Inc.; Dunlap, IL	\$2,406,000.00
Illinois Piping Corp.; Peoria, IL	Bid rejected - No Board of Elections Registration
Ventilation Contractor	
The PIPCO Companies, Ltd.; Peoria, IL	\$25,000.00
Plumbing Contractor	
The PIPCO Companies, Ltd.; Peoria, IL	\$30,000.00
Warner Plumbing; East Peoria, IL	\$39,800.00
Johnson Contracting Co, Inc.; East Moline, IL	\$41,900.00
Electrical Contractor	
Quick Electrical Contractors; Fairview, IL	\$233,000.00
Roy Keith Electric Company; Farmington, IL	\$241,750.00
The PIPCO Companies, Ltd.; Peoria, IL	\$270,450.00
TEGCO Inc. (dba Schaeffer Electric, Inc.); Peoria, IL	\$357,113.00

Resolution No. 11.12/2: Removal of Building at 306 West University Drive from the Auxiliary Facilities System

Trustee Houston moved to approve Resolution 11.12/2: Removal of Building at 306 West University Drive from the Auxiliary Facilities System. Trustee Cole seconded the motion.

Trustee Houston said this simply just transfers this from the Auxiliary Facilities System over to the University. Trustee Griffin asked is this the former restaurant? Kerry Lemaster said Godfathers. Trustee Houston said the cinema. This is the cinema. Trustee Griffin said oh, the cinema, ok. Trustee Houston asked to call the role.

Roll Call

Trustee Andrews	Yes
Trustee Cole	Yes
Trustee Epperly	Yes
Trustee Griffin	Yes
Trustee Houston	Yes

Motion Carried.

Resolution:

WHEREAS the building located at 306 West University Drive, constructed in 1971 and unoccupied since 2009, is no longer a facility that aligns with the mission of the Auxiliary Facilities System; and,

WHEREAS this facility is no longer a revenue generating facility; and,

WHEREAS the presidential initiatives call for this facility to be considered for a University Welcome Center:

THEREFORE be it resolved by the Board of Trustees of Western Illinois University in regular meeting assembled, that:

- (1) In accordance with Section 14(b) of the Auxiliary Facilities System Revenue Bond Resolution adopted by the predecessor of the Board on December 5, 1985, as supplemented and amended, the Board hereby (i) determines that the property at 306 West University Drive (former cinema) is no longer suitable for the use for which it was initially acquired and (ii) orders that it be removed from the Auxiliary Facilities System and returned to Western Illinois University.
- (2) The President of Western Illinois University is hereby authorized to take whatever action may be required in execution of this resolution in accordance with established policies and procedures.
- (3) The Secretary of the Board is directed to file a copy of this resolution with the Treasurer of the Board in accordance with Section 14(b) of the Auxiliary Facilities System Revenue Bond Resolution.

Resolution No. 11.12/3: Resolution Granting Approval for Residence Hall Project and University Union Project and Authorizing the Financing Thereof through the Issuance of Auxiliary Facilities Revenue Bonds

Trustee Houston moved to approve Resolution 11.12/3: Resolution Granting Approval for Residence Hall Project and University Union Project and Authorizing the Financing Thereof through the Issuance of Auxiliary Facilities Revenue Bonds. Trustee Cole seconded the motion.

Trustee Houston asked if there was any discussion. Just one question, in terms of this are we doing this through a competitive sale or is this private placement or? Matt Bierman said yes, actually I'm going to invite our Financial Advisor James McNulty from the John Vincent Company. He can kind of address that as well as we have a bond counsel and our other investment underwriters here. Mr. McNulty said so, we've already hired underwriters Stifel Nicolaus is here today. So, we'll be going to negotiate sale along with Edward Jones and they worked on our last two bond issues. Trustee Houston asked is there a particular reason we're going to negotiated as opposed to competitive? Mr. McNulty said not necessarily. We've already had the team in place and it's worked well in the past, so we'll continue to work with that. Trustee Houston asked and we are refinancing some existing debt and there's a certain amount of savings? Mr. McNulty said it's the 2002 bonds come due in April and there's about \$8M to refinance that. The current savings are about \$850,000. Trustee Houston asked if there were any other questions.

Acting Chair Epperly asked in this bonding and I have no idea what the right terminology is, but the, at some point, we have a, what is our bond rating now? Mr. McNulty said bond rating is A-2 Moody's. Epperly said, but I assume there's some ceiling that we want to try to stay below before it affects your ratings and so forth. Mr. McNulty said so the general concept of debt capacity we've considered and we measure this to be within the bonds of the universities. Acting Chair Epperly asked are we close to that?

Are we close to that capacity? Mr. McNulty said the perimeters, but we're not exactly coming close to where you would debate whether you would issue more or not. We've looked at it. We have a model to measure this, and we feel comfortable with this extra project. The new projects \$25M would be within the limits of your rating. Matt Bierman added and still gives us some capacity. Kerry Lemaster asked can you step closer to the mic so we can... Mr. Bierman continued that will still give us some capacity in the future to be able to go out and sell as well as we continue to retire debt. As we go forward in the next 5-10 years, we'll have some that mature in, I think 2016 and then 2023 is our next big maturities. President Thomas added, Trustee Epperly that's one of the questions that I had asked. And Matt Bierman and I, as well as Julie DeWees we've had those kinds of discussions, because and based on what we have we are not close. We are within range, so we should be okay. Trustee Houston said actually as we talk in terms of bond ratings and that type of thing, our ability to issue bonds is based on a legal limit as opposed to having any real effect on the ratings. Mr. McNulty said not that I'm aware of. Andrea Bacon, you could ask. I know there's limits on how many Certificates of Participation you could issue per year but actual revenue bonds... Andrea Bacon said good morning, my name is Andrea Bacon. I'm an attorney at Chapman & Cutler and we're acting as bond counsel for this transaction. These are revenue bonds so there is no debt limit, however in order to issue parody bonds, parody with the existing, outstanding bonds you would have to meet a parody test so that the revenues of the system are sufficient to pay the debt service on the new bonds and the projected revenues going forward are also sufficient for the coverage test and we feel that we're going to meet those requirements. Trustee Houston asked and we'll make determination as to whether we buy bond insurance or not, which would then give us a Triple A rating? Mr. McNulty said right, so we would make that determination whether bond insurance would be valuable. Currently, there are not too many. Bond insurance has kind of come out of the market as mostly bond insurance has been downgraded below Triple A, so we've not found a lot of value in bond insurance lately. So, it looks like we will not use it but we will, it will be a market decision at that time. Trustee Houston asked for further discussion, if not please call the role.

Roll Call

Trustee Andrews	Yes
Trustee Cole	Yes
Trustee Epperly	Yes
Trustee Griffin	Yes
Trustee Houston	Yes

Motion Carried.

Resolution:

WHEREAS the Board of Trustees of Western Illinois University (the "*Board*") has determined it to be necessary and desirable to approve the following capital improvement projects in an amount not to exceed \$30,000,000: (i) renovation and improvement of the Thompson residence hall and the construction and acquisition of related facilities, furnishings and equipment and (ii) renovation and improvement of the University Union and the construction and acquisition of related facilities, furnishings and equipment (collectively, the "*Project*"); and

WHEREAS the Board has determined it to be necessary and desirable to approve the refunding of certain outstanding Auxiliary Facilities Revenue Bonds, Series 2002 at a cost of not to exceed \$9,000,000 (the "*Refunding*"); and

WHEREAS the Board has authority pursuant to the Western Illinois University Revenue Bond Law, 110 ILCS 691/36-1 *et seq.* (the “Act”) to issue and sell auxiliary facilities revenue bonds in connection with the financing of the Project and the Refunding; and

WHEREAS the Board hereby determines that it is desirable to grant approval for the renovation, construction, acquisition and furnishing of the Project and for the Refunding and to finance the Project, the Refunding and related costs through the issuance of auxiliary facilities revenue bonds under the Act;

THEREFORE Be It Resolved by the Board of Trustees of Western Illinois University in regular meeting assembled, that:

1. The Board hereby grants approval for the Project.
2. The Board hereby grants approval for the Refunding and delegates authority to the Treasurer of the Board to determine such time, if any, that market conditions are such that the Refunding is in the best interests of the Board.
3. In order to provide funds for the Project and the Refunding, the Board hereby authorizes the issuance of its Auxiliary Facilities Revenue Bonds, Series 2012 in one or more series (the “Bonds”) in order to provide funds to finance, or reimburse the Board for costs associated with, the Project, to finance the Refunding if the Treasurer determines it is in the best interests of the Board, and to pay the costs of issuing the Bonds. The Bonds shall be in an aggregate original principal amount (net of original issue discount) not to exceed \$39,000,000 with a final maturity no later than 30 years from the date of issuance of the Bonds. The true interest cost of the Bonds will not exceed 6.25%. The Bonds shall be issued on a parity with the Auxiliary Facilities Revenue Bonds of the Board issued and to be issued pursuant to the resolution adopted on December 5, 1985 by the predecessor to the Board, as amended, establishing the Auxiliary Facilities System, all as provided in the Ninth Supplemental System Revenue Bond Resolution, a form of which has been presented to this meeting (the “*Ninth Supplemental Resolution*”).
4. U.S. Bank National Association, Chicago, Illinois, successor to LaSalle Bank National Association, is hereby authorized to continue to serve as Bond Registrar and Paying Agent for the Bonds.
5. Pursuant to the Board’s existing contract, the firm of Chapman and Cutler LLP is hereby retained as Bond Counsel and Disclosure Counsel to the Board.
6. Pursuant to the Board’s existing contract, the firm of John S. Vincent & Company LLC is hereby retained as Financial Advisor for the preparation of the Preliminary Official Statement and final Official Statement and other matters related to the sale.
7. The Treasurer of the Board or her designee is hereby authorized to enter into a Bond Purchase Agreement with Stifel Nicolaus & Company Incorporated and Edward D. Jones & Co., L.P., for the sale of the Bonds for not less than 97% of the par amount thereof (exclusive of

any original issue discount). The fees for services of the underwriters shall be contingent upon the actual sale of the Bonds. The Treasurer of the Board is hereby authorized to designate one of the underwriters as the Managing Underwriter and to retain such other co-managing underwriters as she deems to be in the best interests of the Board.

8. The Board approves the preparation and distribution of a Preliminary Official Statement and the execution and delivery of an Official Statement in connection with of the sale of the Bonds. The Board approves the form of the Preliminary Official Statement, a copy of which is on file with the Secretary of the Board for recording. The Treasurer of the Board or her designee is hereby authorized and directed to execute the Official Statement in the name of and on behalf of the Board in substantially the form of the Preliminary Official Statement presented to this meeting, but with the final terms of the Bonds set forth therein, and with such other changes as may be approved by the officer of the Board executing the same, his/her execution thereof to constitute conclusive evidence of the Board's approval of all changes from the form of Preliminary Official Statement presented to this meeting.

9. The Board approves the form of the Ninth Supplemental Resolution, the Bond Purchase Agreement and the Continuing Disclosure Agreement. Copies of such documents are on file with the Secretary of the Board for recording. The Chairman and the Secretary of the Board or their designees are hereby authorized and directed to execute the Ninth Supplemental Resolution, and the Treasurer of the Board or her designee is hereby authorized and directed to execute the Bond Purchase Agreement and the Continuing Disclosure Agreement, each in the name of and on behalf of the Board in substantially the forms presented to this meeting, or with such changes as may be approved by the officer or officers of the Board executing the same, his/her or their execution thereof to constitute conclusive evidence of the Board's approval of all changes from the forms thereof presented to this meeting.

10. In the event the Managing Underwriter determines that the acquisition of bond insurance for the Bonds is economical, the Treasurer is hereby authorized to agree to comply with the terms and provisions of such bond insurance, if such terms are approved by the Treasurer of the Board to be in the best interests of the Board.

11. The final terms of the Bonds shall be approved by the Treasurer within the parameters set forth in this resolution.

12. The Board acknowledges that the Bonds will not be issued prior to complying with all necessary procedures and receiving all necessary approvals for the issuance of the Bonds and the acquisition and construction of the Project, including but not limited to, the approval of the Illinois Board of Higher Education.

13. The members, officers, agents and employees of the Board are hereby authorized and directed to do all such acts and to execute all such documents as may be necessary to carry out and comply with the provisions of this resolution and with the actions of the members, officers, agents, and employees of the Board which are in conformity with the intent and purposes of this resolution, whether heretofore or hereafter taken or done, which actions shall be and are ratified, confirmed and approved.

ACADEMIC & STUDENT SERVICES COMMITTEE

Acting Chair Epperly said thank you Mike. With that we'll go to Academic and Student Services Committee. Bill Griffin, please.

Enrollment, Retention and Graduation Rate Information

Trustee Griffin said thank you Mr. Chairman, we have three reports, no resolutions. The first report is number 11.12/4: Enrollment, Retention and Graduation Rate Information. Joe this is yours and if you would like to have Rhonda or Andy or both, go ahead. VP Rives said they're going to do the presenting. Trustee Griffin said thank you, that's good delegation.

Rhonda Kline said good morning, our report today just covers enrollment, retention, graduation and enrollment planning. So, I'm going to keep my comments pretty brief and let Andy talk to you more about our enrollment planning. Total enrollment this fall decreased very slightly, just 31 students from Fall 10. We were at 12,554 for all campuses that compares to 12,585 in 2010. Our FTE was down just 22 students, which is very good because that's an indicator of our income fund and how many credit hours our students are taking. So although we were down slightly, I'd look at it as we pretty much held for the Fall 10 number. And, that's really pretty remarkable considering we had a really small freshman class in the Fall of 2009, and so once these small classes come through they're in the pipeline and that not only affects the enrollment that fall but for the next several falls, next several years. Our new freshman apps were up 16% from '10 to '11, and I'm sure Andy will talk more about that. We totaled 9,560 apps for Fall 11 and the yield rate was 31%. The yield rate is students accepted that enrolled, percent students accepted that enrolled. Part of the reason why we held this year our enrollment total was our new freshman were up about 200. We totaled 1,955 new freshman compared to 1,758 in 10 and 1,641 in 09. The ACT scores for our regular admitted freshman this fall went up slightly to 21.6, while overall our score went down to 20.7. And there's another table in here I just wanted to mention-enrollment from our bordering states has increased from 745 in 2007 to 961 this fall, so we've had a nice increase from Missouri, Indiana, Wisconsin. Did I forget one? So, the tuition, in-state tuition to those states is, we're seeing an increase in students from those areas. So at this time I'd like to ask Joe if he has any comments about Quad Cities, he's part of the... VP Rives said no, I'm waiting to hear from Andy. Rhonda Kline said ok, so we'll get, we'll turn it over to Andy.

Andy Borst said this fall we welcomed our largest and most diverse incoming class of freshman since 2007, that's our second consecutive year of 10% growth in new freshman that's essentially getting us back to where we were at that 2007 mark. A big reason for that growth is the diversity of our incoming class. We're becoming a first choice institution for underrepresented students, specifically from the Chicagoland area. African-American students and Hispanic students are the reason for that growth. Comparing 2007 to fall 2011, African-American students in the incoming class have tripled during that time.

We face two major things in terms of enrollment, the first is unmet financial needs, so the out-of-pocket expenses to the students after we've given the financial aid from the state, federal and loans. That amount has doubled in four years during that same time the average family income has decreased by about 19%, so students are having to pay more out of pocket at a time where their ability to pay based on family income is decreasing.

Our second major challenge in terms of enrollment is the academic quality of our OAS students, and I want to distinguish between the academic preparedness of that group versus the size of that group. Historically, we have reached the 400 student mark for OAS students in 1997 and 1998 that group had a better first year retention rate compared to our regular admit students. We've been specifically focused on the quality of the incoming OAS class. You see in the report that there was a drop in ACT from 19.1 to

18.1 of that class, so in conversations with Dr. Hawkinson and Dr. Biller we're being very intentional in not only with the size of the incoming OAS class but also the academic preparedness of that group.

For Fall 2012, we've set enrollment goals for both campuses for freshman, transfers, and for graduate students. For the freshman mark, our goal for the Macomb campus is 2,025 students. For the Quad Cities campus, it's 60 students in the dual enrollment program, taking classes both at Western and in the Quad Cities, at Western and at Black Hawk, excuse me. On that goal, it's an aggressive goal, but I do think it's attainable for this fall. Our transfer goal for the Macomb campus is 1,440 and for the Quad Cities it's 220. I feel much more comfortable that we can easily reach that goal for transfers. Graduate: our goal for Macomb is 626 and for Quad Cities it's 170. That is essentially to get us back to the mark of where we were at a year ago. Graduate enrollment across the country, as well as specifically in the State of Illinois, has been a struggle. Very few schools are up in graduate enrollment.

We're working with Dr. Parsons in the Graduate Studies Program to help reach out with recruitment in that effort. How we intend to reach that mark for all of our enrollment goals or all of our new student enrollment goals are two fold really. Number one, we know that the number of students who are academically qualified in the State of Illinois is decreasing so we're expanding our scope to, in collaboration with Dr. Rives' Admission staff, to recruit further into Eastern Iowa, further into Southern Wisconsin, and next year reaching out into Indiana to Indianapolis. With the number going down, we need to tell our story to a wider audience. The second is a point of focus for us is yield, so number of students who enroll at Western compared to how many were accepted. That was the recommendation that Noel-Levitz recommended that we focus on. We have current students contacting prospective students to tell their story about Western. We're also working with the deans across campus to have more faculty involvement, but those are our basic two priorities for recruitment. We're happy to answer any questions or hear any suggestions that you have for us.

Trustee Houston said in your report you say the largest increase in the new freshman enrollment came from the Chicago Public Schools, then you reference the GEAR UP Alliance Program. Could you tell us a little bit about what that program is? Dr. Borst said the GEAR UP Alliance Program is a program specifically for Chicago Public Schools, which encourages all Chicago students to apply to college. We had several students who apply to Western, are accepted to Western, because they meet our academic standards and then are calling and saying "hey, I've never heard about Western, tell me more about it." So, hopefully expanding the horizons of the students within Chicago Public Schools and connecting them as an option, that Western is an option for those students.

Trustee Houston said you also indicate that our total cost is more than all state universities in Iowa and most universities in Wisconsin and Indiana. By about how much? Dr. Borst said it's fairly comparable but I would say roughly between \$500-\$1,000, sticker price cost and that's an important distinction. Trustee Houston asked, are we trying to promote that to? Dr. Borst said it is a point to try and attract students from there. I would say the point that is most convincing to out-of-state students is that we're offering in-state tuition to the entire state versus just border counties. Trustee Houston said because we still have a certain amount of fixed cost and to bring in students, even from out of state generally our fixed costs are covering everything so any revenues they bring in is generally going to be extra revenue for the University.

Acting Chair Epperly said you mentioned School of Graduate Studies completed a name purchase, 500 names. Any results on that yet? Dr. Borst said Nancy, you want to come talk about that. Dr. Nancy Parsons said that was just done in November and we've not seen any results yet. We're hoping to see those shortly.

Acting Chair Epperly said also, you'd mentioned a couple different things there, but the, what I, again terminology, I don't know what your terminology is, I call it bad debt. Do we see the amount of, I call, refer to it as bad debt, is that increasing to the University because of the times and all the different things and so forth we're, we have a higher amount owed us at the end of a given semester.

Dr. Borst said it's tough to really give you exact figures on that but we're very aware of students who come in and have unmet need and how that affects their ability to stay. We know that students that have more than \$12,000 of unmet need have a much lower retention rate than students who are of less unmet need. So, we're developing programs along with departments all across campus to try and maintain costs and help students find an affordable education.

Julie DeWees added we're trying to figure out what we can do to try to help those students. We'd like to get at the students sooner in the cycle. We don't like for them to go through the entire semester and still owe \$10,000 and know that they're not going to be able to come back. We're working on a way to hopefully within the, I'm hoping within the first couple weeks to try to help these students to see if there is a way that they can pay or work out something, but we're working with Admissions, Financial Aid, the Scholarship Office, the Bursar's Office. We're all getting together now to try to help these students but yes, there is an increase in that.

Acting Chair Epperly asked do we, I hate to say it this way, but do we at some point go after that money? Julie DeWees said absolutely we do, all the time. They do that in the Bursar's Office, but it's very difficult. I think it's more of an educational, we need to educate the students before they get here and we are very concerned about it. President Thomas added and Gary Biller along with Julie DeWees. They're working on coming up with some kind of plan where we can provide more education for our students. Many of our students are first generation college students and we think based on what we are seeing is that they really don't understand, particularly when you get these reimbursements. We're trying to come up with a way where the institution will be paid first regardless and then they get the reimbursement, but right now the way things are set up I think the students get the reimbursement and many of them are not aware of the things that they do have to do in terms of paying and so forth. So, I think it's a lot of this particularly for the first generation college students, not just first generation either, that we need to provide some kind of education or come up with a plan where we would get our payment upfront.

Acting Chair Epperly said connect.edu, you heard of it? Dr. Borst said no, I haven't. Acting Chair Epperly continued I just read an article. It was interesting there was 2.5 million students that signed up and filled out a priorities list, something to look at. I have no idea what's involved, what it costs, whatever. It just caught my eye when they said 2.5 million students nationwide have signed up for this new website that helps them choose a college.

Fiscal Year 2012 Transfer Student Report

VP Rives said this is a report that was requested by Trustee Ehlert Fuller to look at how we're doing with transfer students and the various initiatives that we have implemented. The data in the report is before you and we're here to ask points of clarification or to get your recommendations, feedback. Just one other thing before we get to that discussion point, as Andy said on the Quad Cities enrollment our goal is 60 in the dual enrollment transfer program. He said it was difficult, I say it's easy if you read the last bullet point on page 119, you'll see with just eight weeks to go we got permission to start this with Black Hawk College, and we yielded 27 freshman and that again is in June for Fall. And if Jesse, if you think about when you decided on a college it probably was in June, so it should be, right? You choose Western a long time ago right? Trustee Andrews said yes. VP Rives continued but the reason I say it's a no-brainer is we just signed an agreement with the Eastern Iowa Community College into the dual enrollment program. Eastern Iowa's enrollment has increased 23% in the last three years, so and then we're working on Noel-Levitz recommendations to increase our market share not only at Black Hawk but Eastern Iowa. I would

also say that we've had calls in the last two weeks from Sauk Valley and Illinois Valley Community College saying we hear about this thing called dual enrollment so it is a good sign. I would also point out that I think it's easy because of the 27 students only one withdrew this semester from the University and registration is ongoing, but right now 78% of those 27 students have re-registered for the spring, so it's getting a strong interest and successful program. Again, we're here to answer questions. The other highlight we wanted to call out to you is that the data clearly show that the two campuses recruit from, or yield from different areas and that together both campuses give a Western Illinois University educational experience to all.

Acting Chair Epperly said I wonder, and actually it might have been the previous report when you, the Transfer Center is being created? VP Rives said I'm sorry? Acting Chair Epperly repeated a Transfer Center is being created? VP Rives asked in the Quad Cities or Macomb? Acting Chair Epperly said I'm not sure that's, Macomb. VP Rives said I yield to Dr. Biller. VP Gary Biller said we have dedicated personnel within our admissions function to focus on transfer students and the Transfer Center, so they're working with transfer students and evaluating their transcripts and helping them find out what works at their current enrollment and how that might transfer here, so to make that process a little more seamless for them.

Study Abroad Report

Provost Hawkinson said Trustee Ehlert Fuller had asked for some information on our Study Abroad initiatives, and I would like to invite the Director of the Center for International Studies, Dr. Rick Carter and our Study Abroad Director, Emily Gorlewski, to come forward and I think they are just going to make a couple comments here. Dr. Rick Carter said we won't read the report to you, but as you can see from that report we've had increases over the last three years from 100 students to about 159 students who are participating in Study Abroad. We're excited about that, but we're not done. We're pursuing a continued increase as we continue to provide more global opportunities for WIU students and faculty. I'll let Emily tell how that's going. Emily Gorlewski said yeah, so something that's not in your report that we have just counted up for this year. We're hoping to have, we're projecting about 200 students who will be studying abroad over this academic year, so that's a great increase. So, we're very happy about that. And everything else that's in your report, one thing would be that we've started a program in Belfast, Northern Ireland. This is to make it easier for our faculty to lead programs. Our faculty-led programs are by far the programs that our students participate in the most. So, this Belfast program will be something that our faculty can apply to lead this program and they don't have to do all the planning associated with it, so that's a great opportunity for faculty. The policy changes that we have detailed below in the report are to make it easier for faculty and also to make it easier for students academically to study abroad. Mr. Bainter mentioned the contribution from the Caterpillar Foundation, so we're really excited about that. We will have scholarships for six students to Study Abroad for a semester in China, so that's a wonderful opportunity continuing to also work on further scholarship opportunities as cost is a major factor in our students studying abroad.

Acting Chair Epperly said I just have one comment and that is fascinated by it in a way, but it's actually I guess more towards Rick cause it's the international students. But do we monitor, and I say monitor, check on high schools that have international students that, do we try to build any relationship? Where I'm heading here is I was amazed, my son coaches high school football, and they got in the playoffs and they played St. Bede Academy out of Peru in their first game and I went there, they got stomped. But anyway the, I met the head of the facility there, the father that was in charge of the whole program and actually him and I ended up having a 30-40 minute conversation. I was amazed that they bring in right, I think, if I'm going by memory, somewhere between 20-30 students a year from China to their high school. I was just amazed by the fact that that was happening. They recruit them, they have different programs, they use Skype quite a bit and etc. It was very interesting, but all of a sudden I'm sitting there thinking wait a minute, those are all potential college students, international students, etc. So, I guess I'm

just throwing that on the table to think about that, is there any way to find out what schools around the state are doing that, things like that? Can we build any connection with them and so forth? Dr. Carter said I'll be happy to work with Andy with the high schools. We haven't pursued high schools, domestic high schools for international students in the past that I'm aware of. I did have a conversation with our Superintendent here in Macomb schools about some opportunities to share resources and work together with some international students but I'll take that as food for thought and see what we can do.

Provost Hawkinson said and let me add that as we look ahead to try to send more of our students overseas, we're very excited at the opportunities that corporate sponsors can provide and Vice President Bainter mentioned this earlier, but he led the effort in working with the international studies people to get that \$91,000 grant from Caterpillar and that was just a wonderful accomplishment. We look forward to sending those students overseas.

Finally, let me say while the NCATE team and the ABET review teams were here at the same time we had a consultant here doing a comprehensive review of our International Studies program and our English as a Second Language program, and she's going to be coming back very soon with a very comprehensive report with lots of suggestions and ideas to help us enhance our programs.

Acting Chair Epperly said with that, it is 10:30. I think it's probably time for a 15 minute break, so we'll resume at 10:45.

Board went to break at 10:30 A.M. Meeting resumed at 10:45 A.M.

AUDIT COMMITTEE

Resolution No. 11.12/4: Approval of Auditing Department Charter

Trustee Houston Moved to approve Resolution No. 11.12/4: Approval of Auditing Department Charter.

Trustee Griffin seconded the motion.

Trustee Houston said this simply approves the Internal Auditing Department charter as presented. Further discussion? Acting Chair Epperly asked Rita, any comments? Rita Moore said no, basically this is an annual process we have to do because of the Internal Auditing standards so this is the annual approval of the charter. Acting Chair Epperly said question or comment? The, let me find my notes here, I call it the follow up process, I guess I'm of the belief that there should be no audit report. I should say no, never say never, however there should be no reports that are over two years old. And, I guess if I understand this correctly the, we can ask the proper person if it's not finalized by the end of that two years that they sign off of it, understanding... Rita Moore said right, there can be a risk acceptance by management, and we are implementing a procedure to do that. I have met with all of the VPs, and we've done that recently for a lot of the issues and a report will be going out to you on that today. Epperly said and I'm not saying never, cause...Rita Moore said no, we're going to implement this going forward as a more timely resolution. Acting Chair Epperly said and I guess just to be clear, I'm on the Audit Committee also, is just to be clear. I think it just looks very poor, if we would have any reports over two years old with still things hanging out there. I believe that legislators and so forth are always questioning higher education and so on. And so those are some things that, to me, can just be very negative if they're there in the future. I guess just we need a clear understanding that, and I assume you would report to us if there's any....Rita Moore said yes, anytime when management accepts a risk, it also goes to the Audit Committee on those findings that were accepted, or the risk was accepted. Trustee Houston said and having been a member of the Audit Committee of the joint House/Senate Committee the two things you don't want are things that are repeats or things that are outstanding. And generally, we've done very, very well.

Roll Call

Trustee Andrews	Yes
Trustee Cole	Yes
Trustee Epperly	Yes
Trustee Griffin	Yes
Trustee Houston	Yes

Motion Carried.

Resolution:

WHEREAS Western Illinois University has a need to update the Internal Auditing Department Charter to be in compliance with regulatory requirements and the Institute of Internal Auditors' *International Standards for the Professional Practice of Internal Auditing*; and

WHEREAS Internal Auditing Department Charter includes the purpose of the Internal Auditing Department, the organizational structure and authority of the department, the statement of professional practice, the state of independence and objectivity, the types of audit services, the audit objectives, the duties and responsibilities of the Internal Auditing Department; and

WHEREAS the Internal Auditing Department Charter includes the procedures of the audit department, including the planning of a two year audit schedule that is created and updated annually, performing the engagements by completing planning/fieldwork and issuing reports of the findings, risks, and recommendations; and providing a summary of the Departments activities to the President and Audit Committee on an annual basis by September 30:

THEREFORE be it resolved that the Board of Trustees approves the Internal Auditing Department Charter as presented.

**Western Illinois University
Internal Auditing Department Charter**

**As of 11/9/11
Draft Revision for Review**

Mission: The Internal Auditing Department is dedicated to improving University and Foundation operations by providing independent, objective assurance and consulting services.

Purpose: Internal auditing is an independent, objective assurance and consulting activity designed to add value and improve an organization's operations. It helps an organization accomplish its objectives by bringing a systematic, disciplined approach to evaluate and improve the effectiveness of risk management, control, and governance processes.

The internal audit function is an integral part of the organization's control system; however, the internal audit review and appraisal process does not in any way relieve other University or Foundation personnel of the responsibilities assigned to them.

Organization and Authority: The Internal Auditing Department is a vital part of the University and Foundation. The Department functions in accordance with University Policies and the Fiscal Control and Internal Auditing Act (FCIAA) enacted by the State of Illinois (Illinois Compiled Statutes, 30 ILCS 10).

The Internal Auditing Department reports to administratively to the President of the University and functionally to the Audit Committee for the Board of Trustees of the University. The Department provides results of reports relating to the WIU Foundation activities to their Audit Committee. This permits independent and unbiased judgments essential to the proper conduct of audits. The Internal Auditing department has free and unrestricted communication with management and members of the Audit Committees.

In carrying out their duties and responsibilities, internal auditors will have full, free, and unrestricted access to all University and Foundation activities, records, property and personnel. No officer, administrator, or staff member may prohibit the internal auditors from examining any University or Foundation record, or access to personnel which is deemed pertinent to the audit, review or investigation. Internal auditors will handle any information obtained during a review in the same prudent manner as the custodian of such information.

Statement of Professional Practice: Western Illinois University is committed to the professional practice of internal auditing. The Internal Audit Department will function in compliance with the FCIAA and follow the by-laws and requirements established by the State of Illinois Internal Auditing Advisory Board. This includes upholding the principles of integrity, objectivity, confidentiality and competency as defined in the Institute of Internal Auditors (IIA) *Code of Ethics*, and adhere to the *International Standards for the Professional Practice of Internal Auditing (Standards)* adopted by the IIA. Standards or guidance issued by the American Institute of Certified Public Accountants, the General Accounting Office or other governing agencies may also be followed if appropriate.

Independence/Objectivity: Internal Auditing staff will be independent of the activities that they review. The internal auditor has no direct responsibility or any authority over the activities or operation he/she reviews. Independence requires that the internal auditor carry out work freely and objectively. The internal auditor should not implement accounting procedures, controls or prepare financial records that could compromise the auditor's independence. Internal auditors may act in a consulting, advisory role without adversely affecting their objectivity.

Auditing Objectives: The objective of the Internal Auditing Department is to assist management in the effective discharge of their responsibilities to meet organization goals and objectives. To accomplish this, the Department will furnish management with analyses, recommendations, counsel and pertinent information concerning the activities reviewed or investigated. The attainment of this overall objective involves such activities as:

1. Determining if the overall system of internal control and the controls in each activity under audit are adequate, effective, efficient and functioning.
2. Determining the reliability and adequacy of the accounting, financial, technology and reporting systems and procedures.
3. Ensuring risks are identified and managed.
4. Developing the skill set and competence of the Internal Auditing staff.
5. Determining if University and Foundation activities are in conformity with generally accepted accounting principles; policies and procedures; state and federal laws and regulations; contractual obligations and good business practices.
6. Ascertaining the extent to which the organizations assets exist, are properly accounted for and are safeguarded from losses through theft, fraud or other means.
7. Recommending operational improvements.

Audit Services:

The Department of Internal Auditing performs internal operational, technology, compliance and financial related audits of programs, functions, services, departments and accounts under the budget authority of the University or Foundation. There are four primary types of audit services provided:

1. Assurance Services: Assurance Services provide an objective review and examination of evidence for the purpose of providing an independent assessment. The scope and nature of services include review and evaluation of: operational efficiencies and effectiveness; adequacy of policies and procedures; reliability of financial and operational systems; compliance with regulatory requirements at the University, State and Federal levels; safeguarding of assets and accomplishment against stated goals and objectives. Information Technology reviews may be included as part of the assurance services.
2. Consulting Services: Consulting Services are advisory in nature and include such items as: assisting in the recommendation of standards and techniques of control to be applied in developing systems and procedures; lending assistance in systematic analysis of operations, activities or data; or providing limited training relating to controls, compliance and/or governance processes or frameworks. The nature of consulting services will be agreed upon with management. This may also include serving in an advisory capacity on committees. When performing consulting services, Internal Auditing will not assume management's responsibilities in order to maintain their objectivity and independence.
3. Special Investigations: Investigations evaluate and examine allegations, or observed symptoms or patterns of unethical business practices, and/or financial or operational misconduct to determine if the allegations are substantiated or that behaviors are actually inappropriate. These steps are also taken to prevent additional occurrences from happening.
4. Follow-up Engagements: Follow-up engagements evaluate plans and actions taken to correct reported conditions or deficiencies.

Primary Duties and Responsibilities:

1. Prior to June 30 of each year, develop and have approved by the University President and the Boards of Trustees-Audit Committee a flexible, two-year, risk based audit plan identifying audits scheduled for the pending fiscal periods. The plan should include risks and control concerns identified by management and address compliance requirements from the FCIAA process.
2. Implement the plan by performing internal operational, compliance, technology and/or financial audits of programs, functions, services, departments and accounts that are under the budget authority of the University and the Foundation.
3. Adjust the plan and address special request audits, reviews or investigations as requested by management or deemed necessary by regulations or risk assessment.
4. Ensure major information systems of internal and accounting administrative controls are reviewed at least once every two years. This includes review of the design of major new information systems and major modifications of those systems before their installation.
5. Report all material results of audits, reviews, or investigations to the appropriate levels of management and the Audit Committees.
6. Prepare an annual report by September 30th summarizing the scope, results and status of implemented action plans; and the results and activities of the Internal Auditing Department activities throughout the previous fiscal year.
7. Report annually to the President and the University regarding the accomplishments of the Department, the Audit Plan, operational activities, budget, and staffing of the Internal Auditing Department.

8. Establish and reporting a follow-up process to monitor and identify if management actions have been effectively implemented, or that senior management has accepted the risk of not taking any action. This includes proper disclosure the Audit Committee when risks have been accepted.
9. Coordinate with external auditors and regulatory agencies concerning the scope of work to be performed to reduce duplication and optimize audit coverage.
10. Assist management in the coordination of the FCIAA certification of internal controls for the University and Foundation.
11. Assist in the investigation of potentially fraudulent activities and ensure due diligence is performed to identify fraud in planned audits.
12. Periodically communicate and meet with the Senior Cabinet and Audit Committee to provide results of audits, investigations and reviews.
13. On an annual basis provide the Internal Audit Charter to the Senior Cabinet and Audit Committees for review and approval.

GENERAL DISCUSSION AND ACTION ITEMS

Annual Report on Athletics

Director of Athletics Tim Van Alstine said thank you and good morning. Before I begin I would like to extend our appreciation to Brad Bainter and his staff for helping us promote the *Think Purple, Wear Purple* campaign for our game against Eastern Illinois. It certainly created a home court advantage for us, in conjunction with the Leatherneck Pep Band and resulted in a 16-point victory over Eastern Illinois, so Brad thank you to you and your staff for helping us promote the *Think Purple, Wear Purple* campaign.

You have the report in front of you there. I'd also like to point out that we've talked about Jenna Verity already, but I'm very proud to say that Jenna is a member of our Track & Field program. And, we recruited her to come to Western as a student-athlete, so we're very proud of the fact that she is a student-athlete and a Rhodes Scholar finalist. Also, Laura Lins, as we mentioned earlier, a Lincoln Laureate. I'd also like to point out for the past five years the Western Illinois University representative for the winner of the Lincoln Laureate has been a student-athlete. In 2007, Julia Remes a member of the Women's Soccer program, Matt Barr a member of our football program in 2009, and then this year with Laura Lins in 2011. So, we're obviously very proud of the academic successes of our student-athletes, which are highlighted by several of those individuals. You also have a report there of the successes academically for many of our student-athletes.

Athletically, our Men's Soccer program advanced to the NCAA tournament. It's been the fifth time since 2004 that our soccer program has advanced to the NAAs, and we're very excited about that. Dr. Eric Johnson was named as the Summit League Coach of the Year.

Some other highlights that have happened over the fall, first and foremost as we talked about earlier the turf project was completed. It completely changed the look of Hanson Field. We're not done yet in terms of improving Hanson Field but that is certainly a great start. In terms of Football, we had a very, very successful tailgating experience. We talked about creating a traditional Division I college game day atmosphere, and I think we did that. I extend our appreciation to Dr. Thomas and Dr. Biller for allowing the students to experience a traditional college football game day atmosphere. So with that, you have the report there. I'd be happy to answer any questions that you see on the report or anything else that might be pertinent at this time. The other thing I'll mention is I believe in your report you have our football schedule which takes us out for the next several years. We still have some holes to fill primarily in 2013 and then a couple others, but the most important piece of when they do the football scheduling is to get those guarantee games, the games that will generate some serious money for us. Next year, we're going to Iowa State and as you can see there, I think that references about a \$350,000 guarantee check. That's kind of just giving you an idea of how we handle the football scheduling. We still have some holes to fill as I

said in the conference schedules are not completed in up to 2016 so that's just kind of a little snapshot of where we are with our football schedule. Any questions?

Acting Chair Epperly said questions? I have all kinds. I'm just going to make your day. How do we compare in the conference, our athletic budget compared to other schools in our conference? Dr. Van Alstine said well, I don't know if it's a really an apples to apples kind of comparison because in a Summit League we have some schools that do not sponsor football. So traditionally what we look at in as much as the institution has identified benchmark institutions we identify our benchmark institutions as Illinois State, Northern Iowa, North Dakota State and South Dakota State. At some point probably Southern Illinois as well. Those are the schools that predominantly look like us. They participate in both conferences, The Summit League and the Missouri Valley Football Conferences, so when I look across the board those are the schools that we traditionally look at. Now for example at North Dakota State they have a \$15.3M budget, South Dakota State has a \$13.1M budget, Southern Illinois has a \$20.5M budget, Northern Iowa \$13.3M budget, Illinois State \$16.6M budget, and our friends, just if you're interested our friends over in Champaign their athletic budget is \$55M. Acting Chair Epperly asked what is our budget? Dr. Van Alstine said \$10.8M. Acting Chair Epperly said nationwide the, how many Division I programs are there? Dr. Van Alstine said there are 345 Division I schools in the country. Acting Chair Epperly asked how many pay their own way entirely? Dr. Van Alstine said oh, about a dozen. You're looking at those dozen probably Ohio State, Texas, Nebraska, Stanford, Michigan, Florida, perhaps Duke, North Carolina, so the reality is we are one of 97% that are not self-sufficient. We rely on the institutional subsidies to keep the doors open.

Acting Chair Epperly said where I'm heading there, those are all questions in my own mind to get to my comment. We have to make a conscious decision as to how we want to support athletics at whatever level that we want to be at and so on and so forth and decide how we're going to subsidize. For lack of better terms, athletics in one way or the other cause it happens across the board nationwide with the exception of maybe 10, 11, 12 schools. The, and I don't want this to sound negative in anyway, cause I'm a huge athletic fan and I'm also... a fact that I firmly believe an awful lot of, I argue that it can almost be a marketing program because and I'll use a good friend and alumnus as an example. Kirk Dillard came to Western to play baseball, never made the team never played baseball, stayed at Western and graduated and became a well-known alumnus, ran for Governor. To me those are hidden benefits that those alumni go out afterwards. I think of Bob Nardelli. I think of Kirk Dillard. I think of so many of our athletes that probably would not have come to Western if it wasn't for athletics, so all that to me enters into that conscious decision as to how we support that. That's a decision that administration has to make and I guess where I'm really heading is to the fact is that based on those decisions we come up with some type of a budget, whatever it'd be. Is that accurate? Dr. Van Alstine said well...President Thomas said that is correct. I've already met with Gary Biller and Dr. Van Alstine to ask them to look at the current budget and what we have there and look at the other institutions. That data that Dr. Van Alstine just presented, and we will be considering that and then considering what we think is the most appropriate budget. We may not be able to do it. We just want to look at how we can enhance that and what we do in Athletics. Acting Chair Epperly said which, again, I'm in total agreement with. I guess in my point being and the final point being is that once we establish that budget we stay within that budget and we're held accountable and to me we're talking accountability, etc. there. And that's to me the issue with anybody, any department, any whatever there on it so.

Dr. Van Alstine said and just to your point, you talked about the marketing component of it and Dr. Rives discussed with us the NCA report that came out and identified using intercollegiate athletics as the front door to the institution and you'll find that from a marketing standpoint that that is traditionally what happens across the country. Of those 345 Division I schools that I mentioned, most of them are looking at intercollegiate athletics as the vehicle to promote the entire institution. Perfect example is individuals like Jenna and Laura that are intercollegiate athletic student athletes, and yet the institution is bragging about

them and rightly so. But they, like you said with Kirk Dillard and some others, they came to Western because of athletics.

Fiscal Year 2012 Master Plan Update

VP Rives said you ready Doug? While the screen comes down again, this is Master Plan Update that talks about facilities, grounds, technology and infrastructure. This is really, as you look at your board agenda today, this is a 3-part reporting series. This will focus more on our plans and where we are in our...whoa, you're making life hard. This is part of three reports you're going to see in succession. This one focuses a lot on the plans and the construction and then the next couple plans focus on the renovation and the utility infrastructure. Would you like to go on to the other agenda item while Doug figures this out? (there is long pause as screen will not lower properly) While Doug gets it going, do you want to go on to your next agenda item? Acting Chair Epperly said we will come back to that momentarily.

Facility Assessment Report

Acting Chair Epperly said should we go forward with the 11.12/9, the Facility Assessment Report? Hopefully, that's not an AV report. Who, let's see, Vice President Julie DeWees and Scott Coker. Are you ready Scott? Out of turn, but are you ready? Scott Coker said absolutely. Just real short I'll mention in your packet is the report. There are two PowerPoint slides here, the slides from 2010 is from our last year's meeting and then the results this year and the main thing, unfortunately originally was in color, but in the super critical and critical building bars what we're showing there is we've financed through our COPS projects about \$25M of projects in our super critical areas. We still obviously have a lot of deferred maintenance still about the same with escalation about \$520M of deferred maintenance, but what we're showing is we are attacking the very critical things: heating plant, steam lines, electrical things that we have to fix so our campus can stay open. The next few slides just show some of the projects that we have ongoing on campus and the main point in this is we have a lot of projects ongoing. And, I don't really show it here, but if we total up the dollar amounts on all these together we have \$150M of projects in design or in construction on our campus here in Macomb. That includes Performing Arts Center, Corbin/Olson remodel, our COPS projects, our Thompson siding so we have a lot of projects ongoing on our Macomb campus. And that, you can look through does anybody have any questions about any of the projects that we have ongoing?

Acting Chair Epperly said any questions, comments? Again, my hats off to the, your whole department, your whole area there, because with the funding issues and so on and so forth we're, I call it, staying on top of it, and staying a step ahead of, etc. there on it. Since you're here, is that, since you're up here let's do this. Any other questions in regards to that report? Let's see here. That's info only, since you're there Scott, let's go ahead to 11.12/5: Energy Management Strategy report. Do you have any visual for that? Scott Coker said I do not. Acting Chair Epperly said ok. Trustee Griffin added as far as the resolution goes. Acting Chair Epperly said yes, that's a resolution. Is there a motion?

Resolution No. 11.12/5: Energy Management Strategy

Trustee Cole Moved to approve Resolution No. 11.12/5: Energy Management Strategy. Trustee Griffin seconded the motion.

Acting Chair Epperly said Scott. Scott Coker said sure, I could just summarize this. So, I think, five years ago we presented the original Energy Management Strategy. This is our 5-year update of that. Not, actually Charles Darnell mainly wrote this before he left, but not much has changed. We have the same initiatives. There's a lot that we're doing, but we're waiting on some funding but one of the main things that I could mention. There's a House Resolution 120 that says we have to report to the legislature our energy savings that we've done over the last few years and that within two years we'll save 15%. Right now, we're at about 12.3% over the last few years. What we've already done with lighting, doing a lot of VFDs, motor replacements, things like that. So, we're going to continue forward and we've been working

on saving energy across campus, which we estimate saves about \$1M already on our energy costs for utilities. Hopefully, my plan is in January we'll put an RFP out for an ESCO, Energy Savings Contract. Julie mentioned that earlier and then we'll move forward with that, similar to what Eastern has done previously. And, it's a project that the energy savings will pay off the work that will complete to do the projects. So, any questions on this? There's a report here in your packet if anybody has any questions.

Acting Chair Epperly said the strategy, if I understand it right, is very simply to totally reevaluate what our former plan was. I guess you'd say, and is that still accurate? Does there need to be revisions? And I keep challenging, I guess Julie's area that is chilled water still feasible, is different things like that? Because we've had so many things change since that initial thing and I question whatever, but it's my understanding those are the things that you're going to totally evaluate over the next number of months and then come back with an actual energy report that would cover those different areas? Scott Coker said yes, that's correct. We have listed in here a utility infrastructure master plan for our campus. Approximately three or four years ago, we went through that and we started that, but the environmental regulations were changing so much in the country and at that time we probably said we wanted to have a coal plant. Now it's not feasible with the amount of regulations, so we're going to revisit that and see. We are quickly replacing a lot of our chillers that are failing, so we have Brophy, Bay/Henn, Simpkins, all slated to be replaced in the next year. So, we're getting to a tipping point where a chilled water central plant is going to be difficult to justify. So, yeah, in the next 6-8 months we should be coming forward with the report to discuss this.

Roll Call

Trustee Andrews	Yes
Trustee Cole	Yes
Trustee Epperly	Yes
Trustee Griffin	Yes
Trustee Houston	Yes

Motion Carried.

Resolution:

WHEREAS *Higher Values in Higher Education*, the University's Strategic Plan, calls for expanding and improving facilities to meet the needs of the University and improving the University's commitment to environmental sustainability; and,

WHEREAS the State of Illinois, House of Representatives has passed House Resolution No. 120, requiring each public university in the state shall report on or before January 1, 2012 on its efforts with respect to the use of energy and water in its facilities and have a target goal of reducing its expense footprint for power, gas, and water consumption by at least 15% within 2 years or show how it has previously met this goal; and,

WHEREAS the *Energy Management Strategy for Western Illinois University* is a component plan of the *Western Illinois University-Macomb and Quad Cities Campus Master Plans* that guide renovation and future development of campus facilities, grounds, technology and infrastructure; and,

WHEREAS the *Energy Management Strategy* is developed in consultation with the University Utilities Committee and Campus Sustainability Committee after careful consideration of Western Illinois University *Campus Master Plans*, institutional commitments to renewable energy and environmental sustainability, and energy costs and forecasts; and,

WHEREAS the *Energy Management Strategy* will establish initiate capital projects that reduce energy consumption, promote energy efficiency, improve operational efficiencies, and educate the campus community on energy conservation measures; and,

WHEREAS principles of the proposed *Energy Management Strategy* will be included into a newly developing utility infrastructure plan for Western Illinois University that will be presented to the Western Illinois University Board of Trustees for approval upon completion:

THEREFORE be it resolved that the Western Illinois University Board of Trustees approves the next five year installment of the *Energy Management Strategy for Western Illinois University*, with the understanding that the guidelines in the *Energy Management Strategy* will be used in developing a utility infrastructure plan for Western Illinois University, and be it further resolved that the Board commends the campus community for advancing the goals, priorities, and objectives of *Higher Values in Higher Education*.

A Comprehensive Energy Management Strategy for Western Illinois University

Western Illinois University has adopted a strong commitment to environmental stewardship as a strategic objective of the University. The campus is a leader in achieving sustainability objectives and continues to marshal resources to achieve its conservation and sustainability goals.

Western Illinois University intends to reduce its energy consumption as measured by the Energy Utilization Index (EUI) by 5% over the next five years while maintaining its previous five-year goal of meeting an initial 5% reduction. EUI is a measure of energy use in MBTU/SQFT/YR, (1,000 British Thermal Units) per gross square foot of campus buildings per year. WIU will require an additional capital commitment to attain a 30% to 35% reduction in EUI typically achieved by more mature university energy management programs. Potential capital energy projects are described in a subsequent section of this written energy strategy

Future modernization of heating ventilating and air conditioning (HVAC) in most campus buildings may actually increase the EUI. Should this occur, it is not contrary to the sustainability goals of the University as improvements to comfort and indoor air quality are being provided at optimal energy usage. For evaluation purposes, energy capacity increases needed to satisfy unmet cooling and electrical loads will be adjusted-for in the annual EUI calculation. The most current EUI will be compared to the most previous five-year average EUI in an attempt to factor out weather impacts that cause fluctuations in the index over time.

Primary Initiatives Targeting Energy Reduction and Efficiency

1. *Investigate and implement an Energy Services Contract (ESCO)*
2. *Initiate capital projects that reduce energy consumption*
3. *Finalize a Utility Infrastructure Master Plan for campus*
4. *Maintain and update the WIU construction standards that promote energy efficiency and secure LEED (Leadership in Energy and Environmental Design) certification for all new buildings and for renovations whenever economically feasible*

5. *Improve operational efficiencies in the production, distribution, and utilization of campus energy and utility resources*
6. *Educate the campus community about responsible energy conservation behaviors and market/advertise accomplishments.*
7. *Institute monitoring and measurement devices and protocols to quantify changes in energy consumption and resource usage from component initiatives installed to reduce consumption.*

The Western Illinois University campus in Macomb consists of approximately 4.5 million square foot of space nearly equally divided between educational functions and on-campus residences. The University has minimal research and laboratory assets and its academic hours are mostly 8 am to 5 pm, Monday through Friday. Of an approximate (10,500) full time student enrollment on the Macomb campus, about (4,500) live on campus. Summer enrollment drops significantly. The University does host many weekend and evening activities involving on-campus and off-campus students, faculty and staff, as well as it attracts unaffiliated persons from the community to many of the campus activities.

Utility and Energy Uses

The campus operates and maintains a heating plant that provides steam for heating and cooling of campus buildings. The steam is produced from three natural gas-fired boilers. Natural gas is procured through indexed, spot, and short term fixed rate agreements. On rare occasions, natural gas may be supplied to the Heating Plant by Ameren CIPS, the Local Distributing Company (LDC) in the area. The gas boilers are also convertible to #2 fuel oil should gas service be lost to campus.

Electricity is currently purchased through an energy-marketing firm and has been aggregated with the electrical procurement of four other Illinois universities to reduce costs.

The campus relies on the city of Macomb for domestic water supplies, wastewater treatment and some storm water collection. Small gas supplies are metered and billed by the LDC (Ameren CIPS) and a few small electrical services are handled by either Ameren CIPS or the McDonough Electric COOP. Finally, very small LP gas services in remote areas of campus are used for heating facilities and residences and for making domestic hot water.

Energy Management Opportunities

Western Illinois University energy management opportunities are diverse and substantial. This section of the report will expound generally on the types of opportunities available and the sources of the energy savings in priority of greatest impact to the university irrespective of their first-cost.

Chilled Water

Chiller replacements in three academic buildings since FY08, as well as current plans to replace other campus chillers will result in ~ 30% of the chillers having been replaced in recent years. While continued individual replacements collectively cannot result in as much energy efficiency as a centralized plant, continuing to replace individual chillers in buildings is at some point mutually exclusive to the central chilled water plant concept. To explain, with individual building chillers, the campus maintains 25 distributed chillers totaling 14.25 tons of capacity. By comparison, the same cooling load can be served with four centrally located chillers totaling only 10 tons. Large capacity chillers may also be specified to be long-lived “industrial” units as opposed to the smaller relatively shorter-lived “commercial” units that are only available for use in buildings. The lesser O&M costs to maintain fewer chillers are mostly offset by the higher cost to maintain a chilled water distribution system. Likewise, while a chilled water

distribution system represents a capital cost that individual chiller installations do not require, there is a similar capital cost to upgrade power to buildings across campus to accommodate the preferred electrical driven individual chillers. Finally, inasmuch as large industrial chillers could be steam turbine driven, where smaller building chillers are electrically driven, choosing the individual chiller replacement strategy may negatively impact the economics of a future cogeneration plant option for WIU. The potential disadvantage to cogeneration for using independent building chillers exists because the required balance between onsite steam requirements for cooling and heating to onsite electrical production would only be present during the heating season and not year-round to include the cooling season.

Physical Plant does not recommend abandoning a central chilled water plant until a new utility infrastructure master plan is completed in 2012. Evaluations will either validate the economics of centralized chilled water system cost efficiencies in conjunction with our cogeneration potential or it will not. Otherwise, if the economics of centralized chilled water are not validated, or the University is unable to proceed with a new utility plant proposal including centralized chilled water, independent chiller replacements in buildings should be continued. However, Physical Plant urges that chiller replacements be expedited to mitigate imminent failure risks and to avoid delaying the significant energy and operating savings obtained from the new individual electric building chillers.

Heating Plant

The University has provided funding to aggressively update the existing Heating Plant. Capital projects to rebuild gas boilers, replace switchgear and install water treatment equipment as well as add new electronic controls, and to switch over to #2 backup fuel has increased Plant production efficiency and reliability. Except for minor capital projects, the Heating Plant should operate effectively for at least the next ten years. These projects have provided the University with the time to effectively evaluate its future utility plant options via the new Utility Infrastructure Master Plan slated for initiation in 2012 should funding be available. The Master Plan will evaluate efficiency, cost, environmental, and campus master planning impacts for various WIU thermal plant options and decommissioning of the existing Heating Plant.

Campus steam line replacement

It is anticipated that the northeast steam distribution system will be complete within the first two years of this five-year energy strategy. Together with other steam distribution projects significant water resources and energy are being saved.

Building HVAC Upgrades

As noted previously, the original campus building HVAC systems are in critical need of retrofit or replacement. Recommendations include, increases in cooling capacity, conversion to four-pipe building systems where practical, variable air volume control with variable frequency drives on all air handling equipment and pumps, and direct digital control with remote monitoring capability. These projects will not have short simple paybacks on investment. However, the quality derived from modernization of HVAC systems in campus buildings, will provide proper comfort, humidity, and indoor air quality and create intrinsic value through higher productivity and more effective teaching. This value makes HVAC upgrades highly desirable sustainability projects.

Building and Campus Landscape Lighting and Lighting Control Upgrades

78% of State owned WIU Facilities have either been retrofit with energy efficient lighting or were newly constructed with energy efficient lighting. Additional lighting upgrades for interior and exterior areas of campus in both State and non-State facilities will be accomplished as economics determine feasibility, and funding is identified. WIU will continue to take advantage of all available lighting grant opportunities.

Physical Plant will continue to replace certain switches with occupancy sensors as well as fluorescent exit lamps with LED lamps as funding is identified.

A Planned Lighting Maintenance (PLM) strategy that replaces all lamps in building fixtures simultaneously as opposed to spot replacement at burn-out creates significant lighting quality improvements and operational savings. The operational savings are estimated at between 3 to 1 and 4 for 1; that is after accounting for setup time to replace a single lamp, three or four lamps in the same fixture could be replaced in the same amount of time. Operational efficiencies obtained from PLM save human energy and improve lighting quality as the light output from lamps at 90% of useful life has declined substantially. Standardization of lamp type and color is another benefit obtained through PLM as well as the information obtained on failure rates of new lamps. Physical Plant will be requesting funds to execute PLM program during the month July each year.

Design Standards for New Construction and Renovation

Design standards that emphasize lifecycle cost methodology and reinforce the need for institutional quality materials and equipment and sustainable solutions establish baseline requirements for campus facilities. These higher first-cost investments will yield long-term savings in energy and maintenance.

Design and Construction Standards will be completed in this five-year energy management cycle. WIU has also adopted and enforces a minimum Silver LEED standard on all new construction, and where economically feasible, on major renovation.

Operational Efficiencies

Operational procedures, work priority setting and daily decision-making have a major impact on energy consumption and cost whether at the heating plant, in campus facilities, or on campus grounds. Training of personnel and adjusting cultural values through effective leadership are means to ensure that operational processes result in optimal energy and resource uses.

The implementation of multidisciplinary teams that provide continuous commissioning of HVAC systems is a strategy to greatly improve building energy performance. Continuous commissioning is the process of periodically verifying actual operations to original design intent followed by tuning, repairing, or replacing equipment and controls to optimize existing HVAC operation. Teams usually consist of a Mechanical Engineer, Stationary Engineers, Utility Maintenance Repairmen and at times external professional consultants and contractors.

While commissioning is credited for saving large amounts of energy and cost, WIU will be limited in its results by antiquated and cursory pneumatic control systems in its buildings. When building HVAC systems are upgraded, modern control are installed. Likewise, Physical Plant will provide greater advocacy during the standard commissioning processes provided by Contractors and in conjunction with A/E firm of record. Continuous commissioning should then be implemented for all new and retrofit facilities.

Educational and Marketing Initiatives

Estimates that attempt to quantify the end-user's contribution to energy uses and waste, suggest that between 2% and 4% per year can be saved through more effective energy conservation habits. If those savings were realized by WIU it could save the University between \$180,000 and \$360,000 each year. This savings also represents the avoidance of thousands of pounds of pollutants and waste heat produced in the process of making and distributing utilities. Given the ease with which many of these practices are employed by end-users, educational and marketing to inspire cultural changes is a good investment of

time and funding. Essential to any educational initiative aimed at cultural change is the strong and regular support from senior administrators as well as creative marketing messages that can be fun or challenging.

WIU employs a fulltime Sustainability Coordinator to manage these and other sustainability initiatives including Car Share, Bike Share, and AASHE STARS participation, the Sustainability Coordinator is primarily responsible for marketing energy efficiency and recycling practices on campus.

Energy Audits

Many energy conservation initiatives in buildings are identified from energy audits. Walk-through or preliminary audits of campus buildings are considered valuable for locating neglected maintenance problems, identifying larger opportunities and for eliminating obvious sources of waste. However, detailed audits costing \$50,000 to \$75,000 per building may not be cost effective given that most existing HVAC systems in campus buildings are woefully obsolete. Likewise, as noted previously, wholesale retrofit of building HVAC systems may in fact increase energy consumption.

WIU intends to evaluate and implement Energy Services Contracting (ESCO) to provide resources for conducting preliminary and detailed energy audits in campus buildings as part of an evaluation to determine if HVAC modernization and energy savings can be obtained with qualifying ESCO projects.

Summary of Energy and Operational Initiatives

Initiatives Requiring Few or No Additional Resources (*Estimated Total Energy Savings 5% to 10%*)

- Continuous Commissioning of existing HVAC and controls
- HVAC and Heating Plant operational & maintenance training
- Education and Marketing
- Grant writing activities
- Enforce WIU Design, Construction, and LEED Standards
- Conduct Building Energy Audits
- Maintain EPA Tier I or Tier II Energy Star Vending Machines on campus contracts

Initiatives Requiring Substantial Additional Resources (*Estimated Total Energy Savings 10% to 20%*)

- Develop programming plans for new campus utility plant
- Retrofit campus facilities to modernize HVAC and controls
- Replace remaining failed steam lines
- Accomplish one or more LEED – EB for existing buildings
- Complete lighting modernization for campus

The WIU Energy Management Strategy is designed to identify achievable goals to help meet the strategic objective of managing a sustainable campus. There are initiatives remaining that can reduce energy use by 5% to 10% as calculated in the campus Energy Utilization Index (EUI). However, other more capital-intensive initiatives have the potential to further reduce energy utilization by 20% to 25%. In conclusion, our energy management strategy is not just a finite program; it is treated as a continual imbedded objective of the university strategic plan. However, it is noted here that as many of the low-cost energy management opportunities have been achieved by WIU. Accordingly, there are more complex and capital intense strategies remaining. The ultimate success of the WIU energy strategy will depend on the University continuing to make significant dollar investments in campus modernization.

Fiscal Year 2012 Master Plan Update (continued)

Acting Chair Epperly asked are we ready? VP Rives said yes. Acting Chair Epperly continued ok, we're

back to report number 11.12/8, Master Plan update. VP Rives said we wanted to provide you a PowerPoint of the different activities going on on-campus to show you what is happening, so go ahead Doug.

As you know our physical planning for both Macomb and Quad Cities campus are based on seven planning principles. The first being a learner-centered campus, and that's academic facilities and technologies primarily. When we left you last year at this time, we were about to reopen Memorial Hall. Memorial Hall was reopened successfully and part of the success was due to the cooperative efforts between facilities technologies and then users to work over and including the holiday break. We actually ran a little ahead of this opening day schedule. Just a reminder of what Memorial looked like when it was gutted and then you see a couple of classrooms in that space. You also see the WESL, Western as a Second Language Institute space.

In the Quad Cities, a reminder of what's going in Phase 1. Earlier today Brad showed you some of the marketing, a billboards going on for the Quad Cities. These are prominent on John Deere Road, I-74, and by St. Ambrose University. And now let's look inside the building. To begin that, this is where we left you last year, that's the exterior of the building if you're not familiar with it, and then we gutted it. And can we clean or what? There's absolutely nothing left. And then this was in December what the facility looked like, this is what it looked like on December 9th of this year. So, you can see we're ready for business. This is the interactive part where I ask you if you want to see inside the building, and I'm assuming you're going to say yes. I'm going to tease you and say I look forward to seeing you on January 17, 2012 at 10:00 a.m. in the morning. The Governor has confirmed that he will be there too with the ceremonies. You will be getting formal invitations. Everybody in this room will be getting formal invitations. We really look forward to have great representation by the Trustees at this significant day. In case you forget when that day is, this is where you click, on our website wiu.edu/qc we have a countdown clicker, and it's kind of stressing us out cause the reality is here. I won't be that relentless. I will show you a couple pictures of the interior. Last year at this time, this is, I said this will become a tiered classroom and it has become a tiered classroom. Any other photos of the Quad Cities will be taken by you on January 12th.

So let's go back to Macomb, this is a picture of Horrabin 44, a remodeled classroom. I think it shows the commitment to technology as well as a clean, pristine, learning environment. Learning occurs in both the classrooms and the residence halls. This is the living floor in Tanner, which I believe is the 6th floor. There are state of the art broadcasting production facilities that students can do in the residence halls. The digital commons is the first floor or the ground level of the University Library. It was opened in, I believe, academic year 2007-2008, and at that time it was a state of the art facility. You can see the amenities, but one of the cool things in working with Dean Self is she's always saying what's new, what's hot, so we formed an institutional team that's going to re-look at the future of the digital commons. And today on the next slide I will leave you with a rendering of how that committee saw the lab of the future being, and that being prototyped in the digital commons. A couple of the cooler features are this is where we'll pilot print release stations so students have to click to print, not just print and go so that's a double check and what other universities across the country have seen is significant paper reductions. You also see this is not the traditional rows of computers, seas of computers. They're more interactive space, so next year at this time we'll give you a live shot of what it looks like.

Also, in terms of technology, go ahead and click again Doug, here you can see that the faculty computer program continues with great progress. We're now up to 3/5 of our faculty computers are within that four year age range that you've been striving for us to obtain. You also see very successful results of the next slide which is electronic classrooms, and you can see we've almost gotten to the halfway point of upgrading all of our electronic classrooms.

The next slide discusses bandwidth. I know it's hard to see but on the left, 2007, the year before I started in University Technology, Western Illinois University, both campuses had 44 MB of bandwidth and it was one big pot that controlled bandwidth for the students, controlled it for Macomb and Quad Cities. Over the years we've diversified so there are different bandwidth allocations and we've gone from 44 MB to 535 MB, which puts us at the top of our peer institutions and only behind the University of Illinois.

You read in the Strategic Plan update a few months ago, I believe, about how we did bandwidth and this is really significant. It used to be when you wanted to go to the internet if you were an employee of the institution you went through the administrative network, if you were a student of the institution you went through the residential network. Also, compounded in all this was CODEC traffic running between our two campuses that taxed, even though it wasn't going out to the internet. So, on the next slide, you're going to click again Doug, you're going to click again Doug, you're going to see two significant factors. Our networks are now what's called load balanced so that 535 MB is available to all, and it shifts between the administrative network and the residential network on peak periods of use. So we're being more efficient with the bandwidth we have. Number two, since CODEC doesn't go out to the web, we created a 100 MB bandwidth channel, so to say, between the Macomb Campus and the Quad Cities Campus that's not eating the internet bandwidth anymore, because it's just traffic within ourselves. Also significant on this, and not shown is we're moving into the area of business continuity with a backup facility that we, after an RFP process we'll know exactly where it will be, but people that have applied, we think we'll be in the dark fiber pathway so that will start that initiative that you've been asking for. Next slide please.

The second planning principle is linkages for how you transverse the campus. Here are some examples of accessibility enhancements. Our landscaping and, I think Bill you'll be very pleased at the 8:1 ratio of large scale tree planting. The good activities of We Care on Macomb, and then as the analog on the next slide, oops, are the Quad Cities folks that also ran We Care twice. Future landscape enhancements, as said earlier today that we're getting ready to gear in the review and update of the Campus Master Plan for Macomb Campus. That will be enhanced by the work of Physical Plant and the Master Plan implementation team. They've designed exterior guidelines for Western Illinois University, also be done on the Quad Cities campus. You also note we're doing a QBS for landscape. Go ahead Doug, that's fine. As you think about transversing through the campus this is the most heavily used facility on a daily basis at WIU. That's what the entry looked like last year. Obviously this is the way it looks now. Programming study was just done on the Union to ask what could the Union become, and imagine you look to the east from the doorway as Doug clicks again. It could look like this according to the programming study or if you look west, it could look like this or at night it could look like this which is pretty cool if you think about the Multicultural Center right across the street in that same level of light and activity. Of course that's a programming study, that's not a design study, so it's not an absolute, it's a what could be, and that's the first step. Campus connections, again, how you move around campus. The movement of Discover Western opening and ending to the Spencer Recreation Center. What I thought was really fantastic. Parking is readily available in Q-Lot, it's one of our premier facilities, and I've heard Dr. Biller say the reviews of it were quite well. You talked about the Welcome Center today, so this is the area that you were speaking of and this is the facility you were talking of decommissioning. Again part of sustainable transversing around the campus is through these options, and you can see how successful they've become.

Third planning principle is a beautiful campus and I've highlighted some of our academic facilities. It seems very appropriate, on the next slide, to say that University Housing & Dining Services has achieved their 2011 goals. And, they're right on target for their 2012 goals. Last night you took a tour of Corbin/Olson and you saw it looked something like this, and you are reminded in July it will look something like this. We just had a report from Dr. Van Alstine talking about the dream of the turf, which is now a reality. In Dr. Van Alstine's report he made reference in the written materials to some other enhancements of athletic facilities including McKee Softball Stadium, Brophy Hall, go ahead, and then

these are pre-photos that as Target Western continues with its fundraisings, I'll hopefully in the years ahead be able to show you better shots. These are the before, including the soccer program, which has been incredible successful. The softball program and as Dr. Van Alstine said the work for Hanson Field continues.

Sustainability: you can see our commitments and actions. We've also added a high speed fiber to University Farms, which is great as obviously they do sustainable instruction and research at the farms. And then we had a signed agreement with Nahant Marsh and several of our academic programs in the Quad Cities are utilizing this facility.

Growth: you as a Board of Trustees have really advocated through capital projects or other actions that we advance our growth and capacity. You're very familiar with the exterior of the Performing Arts Center, which is in design, but if you look to the left the interior, and Doug clicks, you'll see what the interior of the facility is going to look like.

Riverfront Phase 2, to my right, this way in the audience is Phase 1 Building and then you'll see the two interconnected buildings is the main entry and then what we're right now calling the south building. We just got new design renderings of what the campus will look like. This is the formal entry, the river is to your back and you're walking in to Western. This is that southern building and then the next slide is what it looks like from the other side.

A reminder of what you approved as long term growth in your capital recommendations. Scott already talked about this. A rendering of what the science complex could look like. A rendering of what the visual arts center could look like and when I practiced this with staff we were talking about where is this? So, I just wanted to remind everybody you're on Murray Street headed towards the union. You're entering from the east.

Utilities and Technology Infrastructure: we are working on some capital renewal projects and you saw earlier the chiller that sustains the data center. Should the data center go over 80 degrees basically we would lose all computing access at Western. You had discussed Certificates of Participation and the latest one you had approved and the status of those projects. Everybody's very familiar with the steam line project going on. I just picked a couple of what else is that program funding? And here you can see the newer east retaining wall to be for Malpass Library and the etching of the cupola. Speaking of the cupola, we do have a broken column and part of the COPS is to fix that because it currently looks like this. If you look to my left, you'll see there's a missing piece of the cupola which is a historic landmark.

Technology deferred maintenance: we're at \$3.2M. What you see above you on the wired and wireless networks are what University Technology we need to work with a bunch of users to confirm, but we see these as the priorities as we start to check off our technology deferred maintenance. These are the buildings with the most significant issues. On the VOIP system as we check down telecommunications you can see where we've installed VOIP and where we're going.

Interactions with the community is the sixth planning principle of the Master Plan. Significantly, this was University Drive a year ago as you had the pothole experience coming to campus and it's very smooth and very aesthetic now. Brad's always been a key proponent of restoring the Sherman Auditorium. Here it is in its current state, but imagine what it could be if you walked from the doorways from Advancement and Public Service to, the next slide, a new rendering and then looking past that doorway where that guy's walking and looking to where our auditorium is, the next slide, could look like this, go ahead.

Several new university-friendly, student-friendly businesses have reopened or opened as the case may be. It was a dark day the day we were taking photos so I apologize about this, but to the left is the Adams

Street Coffee House, which reopened, and to the right is the Jackson Street Market, which for those of us that live on the west side of town including that will be living in Corbin/Olson that's just fantastic to have a grocery store on that end of town. Dr. Biller talked about some of the new things coming. In the Quad Cities campus we're seeing the urban redevelopment of areas around the Riverfront Campus. These are the Enterprise Lofts that just started leasing last week. And then if you look really closely in Enterprise Lofts you would have seen a background to the Kone Building, this is their new world headquarters that relocated from Iowa. I think it's going to offer significant chance for the College of Business and Technology to recruit people. And then, we heard about transportation from Dave Steelman this morning. By 2014, the line between Chicago and Moline is to be running and in phase 2 will continue on into Iowa.

Flexibility: our projects that have gone on on-campus that weren't in the original Master Plan, because we couldn't foresee them at the time, but they were great opportunities for the institution including these. So, in summary if you look back at the Master Plan that you approved in 2007, there were 48 actions. As Scott Coker said, there is a lot of activity going on and you can see 40% of our Master Plan actions are in progress on the Macomb Campus and all the actions are either construction, planning or funding seeking stage for the Quad Cities.

So what's next? What's next for the Macomb Campus, as you heard this morning is to review and update our Master Plan and to shift the emphasis of the Master Plan a little bit from building placement more to campus entry, access, appearance and sustainability and that's what the fine print is trying to say there. The group that is working right now on the review update you can see before you and it's a great honor to serve as co-chair with Scott, who's really fantastic in this area. As Julie said this morning, what our work to date has been is to screen for, or to run a QBS process to screen for architectural and engineering firms we want to work with. There will be interviews on campus when we get to the next slide, so you can see the dates and times. Soon you'll be getting a save the date announcement and that'll have even more details. Once an architectural firm is picked we will come back to our shared governance groups and expand the membership greatly. All the work that has been done to date has been staff work to get ready to do the actual planning work. It's our goal to have an updated Master Plan for the Macomb Campus to you by this time next year. And then the other key date to save is the 17th for Riverfront Campus grand opening. With that said, we're all here to answer any questions that you might have.

Trustee Cole said Joe, I want to just say that you've done a wonderful job with this as watching it grow while sitting on the Alumni Council. You and the committee are doing a wonderful job in that it is going to be more attractive for potential students to attend Western, so I just want to say thank you and your committee for the job well done. VP Rives said thank you and the props go to everybody in this room. Truly, doing master planning is a team sport, so thank you very much.

Acting Chair Epperly said question on the, I think you referred to them as guidelines. Yeah the guidelines established by the campus standards committee which we saw, I think at the last meeting, outstanding. With those guidelines, is that when we do things in the future we'll be, those guidelines will be used? VP Rives said I'm going to say yes and then if you want more details Scott Coker will come up to the podium to respond but yes. Acting Chair Epperly continued well, I guess my whole point is that I would hope that since we went to the effort, and I thought they did a great job with the things they selected and so forth, that that would just be standard operating procedures. VP Rives said absolutely. Acting Chair Epperly continued and I would even, President Thomas and I have discussed this but even to the degree that anytime we do any type of a renovation and I think of the steam lines down here and by Western Hall, that we should be trying to incorporate those guidelines into any type of work that we're doing. So I would hope that would be the case there on it. Is that accurate? VP Rives said absolutely.

Resolution No. 11.12/6: Release of September 24, 2010 and September 30, 2011 Executive Session Meeting Minutes

Trustee Houston Moved to approve Resolution No. 11.12/6: Release of September 24, 2010 and September 30, 2011 Executive Session Meeting Minutes. Trustee Cole seconded the motion.

Roll Call

Trustee Andrews	Yes
Trustee Cole	Yes
Trustee Epperly	Yes
Trustee Griffin	Yes
Trustee Houston	Yes

Motion Carried.

Resolution:

WHEREAS pursuant to Section 5 ILCS 120/c of the Open Meetings Act, the Board of Trustees of Western Illinois University will eliminate the recordings of the minutes of September 24, 2010; and,

WHEREAS pursuant to Section 2.06(c) of the Open Meetings Act, the Board of Trustees of Western Illinois University has reviewed the minutes of the executive session minutes of September 24, 2010, and September 30, 2011, to determine whether the need for confidentiality still exists with respect to all or part of the minutes:

THEREFORE be it resolved that the Board of Trustees of Western Illinois University approves for public disclosure at this time the following executive session minutes: September 24, 2010, and September 30, 2011.

Resolution No. 11.12/7: Election of Officers of the Board for December 17, 2011-June 30, 2012

Acting Chair Epperly said first of all and I'll give you a background, I've commented several times that we'd refer to different things when we got to this point. Pretty much everybody's aware, I think, but just to make sure you are aware what's happened over the last couple months that very simply the, and Dave can correct me with the exact details, but I want to say in the somewhere towards the end of October around the 25th. In there somewhere, the law went into effect that you could no longer serve on a board in Illinois unless you had been either reappointed or appointed to that position. We were in the predicament that we had two board members out of our eight total, but two board members had been appointed or actually one board member had been appointed and was in good graces and that was Mike Houston had been reappointed by the Governor, now I want to say a year ago, but whenever it was. Our Student Trustee Jesse obviously is elected so we had two members. The rest of our board members were sitting there on expired terms. My term came up last January. Bill's term was up a number of years ago. The old legislation very simply was worded to the degree that when your term came up you stayed in that position until somebody was appointed to that spot or you were reappointed, which could drag on for years, which it did. I think I'm safe in saying that the legislators got very unhappy about some of those appointments and have been working the legal wording and so forth. But very simply the law was changed that, and I want to say towards the end of October, that this was the cut-off date that any board member that had not been reappointed or appointed as of that date by the Governor was no longer a board member. So in our case, as I mentioned earlier, Bill was reappointed, Lyneir was appointed, I was reappointed by the Governor. However Carolyn and Steve were not reappointed. And there have been no appointments for, we still have three open spots. Theoretically, they're supposed to be three republicans, three democrats, one whoever the Governor is in office whatever party that is would have a fourth appointment available

there. So we now have three openings on the board, we're still at that position, actually I guess in the process we lost one spot and so forth there on it.

So because of that, Carolyn had been elected chairman at our last meeting. I was vice chairman. Steve was secretary. By the rules and regulations, I became acting chairman and we had to appoint a secretary just so we had the, I call it the legal end of it covered from the standpoint of signing any papers and so forth. Bill was appointed acting secretary. Our *Bylaws* state the fact to the degree, I'm paraphrasing here a little bit, but very simply it's worded that if one of the officers open up we shall have elections at the next meeting to fill that spot. We even kind of, there was debate, should we elect now? Should we wait a few months? Should we do this, do that, whatever. The other downside by not doing anything in my opinion is we have no vice chair. If I'm acting chairman, there is no vice chair, which is not, at my age, that's not a good situation for the board probably and so forth. So anyway, by the Bylaws and by, I think everybody's somewhat in agreement that we need to proceed with elections and so forth from that standpoint.

Before I do get to that, I did receive a note from Steve Nelson and he asked that I would read this. We do plan to have, depending what happens with appointments some type of recognition for Steve and Carolyn down the road. And just to clarify again, which is I think a compliment to Western, to my knowledge there is about, there is three openings. There's been at least seven people that I'm aware of that have been interviewed for those three openings and my understanding is and going back, and there's probably some of you that might have a better idea than I, but I don't think there's ever been that much competition. I call it for our board seats. And I think that's a compliment to the University and so forth and as I said I know of at least six or seven people that have vetted or interviewed for those spots. I know of another individual that's lobbying hard to be appointed and so forth, so we've got competition. What's going to happen with those three seats and when, no idea. If I talked to 100 people, I'd probably get 100 different responses and so forth, so that's really just to update everybody here as to what I think is what's happening and so forth.

Go back to Steve Nelson's note:

*To the Board of Trustees, President Thomas, Staff and Faculty:
As you well know, Carolyn and I wish we were there. I had hoped that I could quote that great western cowboy Gene Autry and say "I'm back in the saddle again." Sadly instead, for the present I can only quote another great western cowboy Roy Rogers and say "Happy trails to you, until we meet again. Happy trails to you, keep smiling until then." I want to personally thank each and every one of you for the dedication and service to our university and our students. (Epperly added "this part is the only part I disagree with") While I will not miss Epperly's commencement remarks, I will miss the happy students and families at graduation. With my daughter Hannah, my legacy, attending WIU next fall, hopefully I will be back for graduation in four years. Merry Christmas, Happy Holidays and Happy New Year to you and your families. Go 'Necks!*

Acting Chair Epperly said with that we'll move into the elections. We have a Resolution 11.12/7 on the board to elect officers. I assume that we have to pass that first right? Does that need to be a vote? Do we need to pass that? Matt Kwacala said yes.

Trustee Houston Moved to approve Resolution No. 11.12/7: Election of Officers of the Board for December 17, 2011-June 30, 2012. Trustee Cole seconded the motion.

Roll Call

Trustee Andrews	Yes
Trustee Cole	Yes
Trustee Epperly	Yes
Trustee Griffin	Yes
Trustee Houston	Yes

Motion Carried.

Resolution:

WHEREAS Section 35-25 of Senate Bill 241 states:

“Members of the Board shall elect annually by secret ballot from their own number a chairman who shall preside over meetings of the Board and a secretary”; and,

WHEREAS the Board of Trustees Bylaws, Section VII.A.1., stipulates:

“The Chair, Vice Chair, and Secretary shall be elected annually by secret ballot by a majority of the voting members of the Board then serving and shall hold office until their successors are elected. Trustees who are elected to serve as the Chair, Vice Chair and Secretary may be elected to those positions for one successive term, after which an intervening term must occur before re-election to the same officer position”; and,

(History of Officers of the Board Attached)

WHEREAS the Board of Trustees at its July 25, 1997, meeting, agreed to elect officers in conjunction with the fiscal year; and the Western Illinois University fiscal year is July 1-June 30; and,

WHEREAS new appointments have been made to the Board since the last election of officers:

THEREFORE be it resolved that those elected at the December 16, 2011 meeting of the Board of Trustees for Chair, Vice Chair and Secretary shall serve as Officers of the Western Illinois University Board of Trustees for December 17, 2011-June 30, 2012.

**WESTERN ILLINOIS UNIVERSITY
BOARD OF TRUSTEES
HISTORY - OFFICERS OF THE BOARD**

January 1 - June 30, 1996

Chair	Gretchen Winter
Vice Chair	Lorraine Epperson
Secretary	Dexter Yarbrough

July 1, 1996 - June 30, 1997

Chair	Gretchen Winter
Vice Chair	Lorraine Epperson
Secretary	Dexter Yarbrough

July 1, 1997 - June 30, 1998

Chair	Lorraine Epperson
Vice Chair	C. Robert Leininger

Secretary Dexter Yarbrough
Member At Large Maureen Schuering

July 1, 1998 - June 30, 1999

Chair Lorraine Epperson
Vice Chair C. Robert Leininger
Secretary Dexter Yarbrough
Member At Large Maureen Schuering

July 1, 1999 - June 30, 2000

Chair Lorraine Epperson
Vice Chair C. Robert Leininger
Secretary Dexter Yarbrough
Member At Large Maureen Schuering

July 1, 2000 - June 30, 2001

Chair Carolyn J. Ehlert
Vice Chair Dexter Yarbrough (until 1/15/01; no Vice Chair 1/15/01-6/30/01)
Secretary J. Michael Houston
Member At Large George J. Guzzardo

July 1, 2001 - June 30, 2002

Chair Carolyn J. Ehlert
Vice Chair Zack Stamp
Secretary J. Michael Houston

July 1, 2002 - June 30, 2003

Chair Zack Stamp
Vice Chair J. Michael Houston
Secretary Dace Richardson

July 1, 2003 - June 30, 2004

Chair Zack Stamp (until 1/16/04)
J. Michael Houston (1/16/04-6/30/04)
Vice Chair J. Michael Houston (until 1/16/04/04; then became Chair)
Dace E. Richardson (3/5/04-6/30/04)
Secretary Dace E. Richardson (until 3/5/04; then became Vice Chair)
Trish K. Hammond (3/5/04-6/30/04)

July 1, 2004 - June 30, 2005

Chair J. Michael Houston
Vice Chair Dace E. Richardson
Secretary William L. Epperly

July 1, 2005 - June 30, 2006

Chair J. Michael Houston
Vice Chair Dace E. Richardson (until 11/3/05; no Vice Chair 11/4/05-6/30/06)
Secretary William L. Epperly

July 1, 2006 - June 30, 2007

Chair William L. Epperly

Vice Chair Steven L. Nelson
Secretary Robert J. Cook

July 1, 2007 - June 30, 2008

Chair William L. Epperly
Vice Chair Steven L. Nelson
Secretary Robert J. Cook (until 5/22/08)

July 1, 2008 - June 30, 2009

Chair Steven L. Nelson
Vice Chair J. Michael Houston
Secretary Donald W. "Bill" Griffin

July 1, 2009 - June 30, 2010

Chair Steven L. Nelson
Vice Chair J. Michael Houston
Secretary Donald W. "Bill" Griffin

July 1, 2010 – September 30, 2011

Chair J. Michael Houston
Vice Chair Carolyn Ehlert Fuller
Secretary William L. Epperly

October 1, 2011 – October 24, 2011

Chair Carolyn Ehlert Fuller
Vice Chair William L. Epperly
Secretary Steven L. Nelson

October 25, 2011 – December 16, 2011

Interim Chair William L. Epperly
Vice Chair Vacant
Interim Secretary Donald W. "Bill" Griffin

Acting Chair Epperly said with that and with what we've kind of discussed here, is there any nominations? Trustee Griffin said because of the background Bill gave you, the fact that we, Bill was elected as vice chair, there is a vacancy for the chair and there's a vacancy for the secretary. What I would like to do is actually have two votes. One I would like to nominate Bill for chair and myself as secretary. Trustee Houston seconded the nominations.

Acting Chair Epperly asked discussion? Thoughts? Comments? Jesse? Lyneir? And per the *Bylaws* it has to be a secret ballot and so pass that out for those two spots. Legal Counsel Matt Kwacala said ok, for board chair we've got one vote for Bill Epperly, two for Bill Epperly, three for Bill Epperly, four for Bill Epperly, five for Trustee Epperly. Congratulations you are the new chair. For secretary, we've got one for Trustee Griffin, two for Trustee Griffin, three for Trustee Griffin, four, five for Trustee Griffin. Congratulations Trustee Griffin, you are the new secretary. Chair Epperly said with that we do not have a vice chair. Trustee Griffin said with that, I would like recommend that Mike Houston be elected as vice chair, is there a second? Acting Chair Epperly seconded the nomination. Matt Kwacala said a vote for Trustee Houston, Trustee Houston, Trustee Houston, Trustee Houston, Trustee Houston. Congratulations Trustee Houston, you are the new vice chair. Acting Chair Epperly joked a very good Chicago election, right Lyneir?

Chair Epperly said anyway, and just a couple things on that and I'm throwing it out to the Board. We do have a Finance Committee. We have an Academics and Student Services Committee. We have an Audit Committee. We have the Presidential Evaluation Committee, and then we also have a member that goes to the Illinois Merit Board, attends the meetings and represents us at the Illinois Merit Board. Lyneir and I want to thank Lyneir because the last Merit Board meeting, which was about a month ago I believe Lyneir did attend that meeting. And if he's interested, I would like you to continue in that spot there on it. Otherwise, if you would let me know as to what committees that you would like to be on here in the next few days, so that we can clarify everything.

Very simply again, what's going to happen is that because of being short three members until something happens there's probably going to be some overlapping, double duty and so forth there on it. Again, just appreciate everybody and appreciate the things that you do there. Questions on that?

And one other comment, I found it very interesting, and again I think it's a compliment to our University and to our Board. I recently about two months ago attended a meeting in Chicago that was put on by the AGB and they had the Chairman of the Board at the U of I, Chris Kennedy, there and the President of U of I, is that the right term President or Chancellor? Is it President? President there, but I found it very interesting because obviously Chris Kennedy came in and actually met with him afterward and had a nice discussion with him that, but he came in under some very tough times there and when they had a lot of controversy on their board and so on and so forth. But I found it kind of neat from the standpoint that some of the, when they came in and had this new board they went to committee of the wholes meetings, they basically adopted, adapted, I guess you'd say adopted pretty much all the procedures we've had in place for the last four years. Because about four years ago, we made a whole bunch of changes as to our structure and as to how we met and so forth. And I was joking with him afterwards that I was glad to see that U of I was only about 3-4 years behind Western. But anyway, I want to thank you.

Trustee Griffin said just kind of a footnote to our recent election, and this is for people who like elections and that is it's my understanding that in June, which is kind of an annual meeting we're going to have to revisit. We're going to have to re-elect, aren't we? Chair Epperly said I'm sorry, I missed that. Trustee Griffin said I'm asking the question. We're going to have to have another election at the June meeting, correct? Chair Epperly said yes, correct, right. Trustee Griffin said so stay tuned as far as any election updates. Chair Epperly added and hopefully we'll have some more members by then.

OLD BUSINESS

There was no old business.

NEW BUSINESS

Chair Epperly said I have one thing that I want to bring up under new business. Obviously with all the things that have been in the news the last, whatever it's been about 2-3 months, with the different issues from the standpoint of abuse issues and etc. there at Penn State and Syracuse. I guess as a Board that I just want to be sure that we and I think you've been involved in this. I actually asked Jack here a couple of weeks ago as to what we were doing and so forth, but I feel that we need to be on record that we would like all, I call them protocols, procedures, policies reviewed as to how we handle abuse cases, how we handle fraud cases, etc. and what the reporting procedures are. Jack's comment to me at that time was that they were already looking at it so forth, but I guess I just want to be sure that we're very on top of that. That we're in the front end of that and so forth, and I would even recommend that legal counsel be involved in that from the standpoint of being sure that we've got all the T's crossed and so forth. Now very possibly, they already are, I don't know what's happening there. Can you give us a little update on that or where we're heading? President Thomas said sure, we've had lots of conversations since that issue

has come up and also with the presidents across the state as well as with IBHE. That's been one of the main topics that has been on the forefront. I do want to ask Andrea Henderson to come up to talk about where we are and the policies that we do have, what we do have in place currently.

Andrea Henderson said thank you. Certainly in light of what's been going on across the nation at the various campuses, we have started to look at our policies and procedures as they relate to sexual harassment, assault, and those kinds of issues. We do distribute our current policies in a number of ways to our faculty, staff, and students. In light of some of the conversation that we had this morning, I think we might need to submit it or to share it with you all in the number of ways more often. The age comments I'm talking about, but anyway. Chair Epperly joked do I have a case? Andrea Henderson joked you can come see me later and we'll talk about it. We do distribute our Anti-Harassment Policy in our Student Handbook. It's delivered to all of our students, to the residence halls. We also give that out at our Parent Assistance Center. That handbook includes our policies related to our reporting procedures for sexual assault and harassment. The Equal Opportunity and Access Office also distributes annually the Anti-Harassment Policy and discrimination complaint procedures, which also includes information about how to report harassment. The IBHE, no excuse me, the IDHR requires us to have postings annually and to check. We have these in every building: It's Never Ok, and it's about harassment issues. It's for students to be able to report harassment. It depicts both male and female victims, and so that information is posted in all of our buildings and has the Office of Equal Opportunity and Access as the contact for that information. Anything that's a violation of our policy, of course, we do the investigation. Student on student harassment is also referred to Student Judicial, and anything that would be of a criminal nature would also be forwarded to OPS.

We've also begun some research in looking into other institutions and see what they are doing as far as offering opportunities for reporting. We'll continue to look into that. So far we've just been visiting their websites to see if they have some mechanism there to be able to report directly to an anonymous number of some type. I have not found any of that. Some information was shared with me from, I believe it was Georgia Institute of Technology, which is an ethics kind of reporting hotline, but other than that I don't have any additional information. But, we'll continue to look at that to see what we can find to see if there are issues or solutions that would be relevant that I can bring forward to Dr. Thomas for this issue.

Chair Epperly said including in that, are we looking at who has access to facilities or maybe that's already covered? I think that was one of the Penn State issues there. Andrea Henderson said who has access to the facilities? I have not done any looking into that, but I can pass that along to individuals to ask them to help me to look into that.

Chair Epperly said and I say that, I think that became one of the huge issues at Penn State with the individual had retired years ago and still had unlimited access to many facilities. And included in that, do we review when we do background checks? I don't know what's legal, what's not and so forth, but are we on top of that from the standpoint of doing background checks if we feel that people are going to be involved in? Andrea Henderson said to my knowledge currently background checks are only required for those individuals who are in security sensitive positions or who work with children, and those are required and so those background checks are done for those particular individuals. Outside of that we don't do campus-wide background checks at this time. Chair Epperly said when you say children, what's the age limit of a child? Andrea Henderson said 17. Trustee Houston said most of that is by state statute, and so it's not, that would be covered by state law in terms of where background checks are required. Chair Epperly said but do we even need to extend that? We, I assume, run a lot of camps here in the summer, where we've got high school students coming in and so forth. And I'm just asking the question, I'm not saying we should, shouldn't, whatever, but and this is all food for thought at this point. I would hope that you would come back to us with a report down the road here about that.

President Thomas said about two years ago we did start looking at background checks and that has been presented to various bodies and I think the last body that had it was the Faculty Senate, and I know it's on hold right now for a review a little later. But we did, and I think that out of the Office of Administrative Affairs, I think Dana was heading that. Can you give us where we are with that right now, because that's been something that's been on the burner, but we put it on hold for various reasons last, at the end of last school year.

Dana Biernbaum said we have drafted a policy that would require a background check on any post-offer candidate for employment, so whether that be faculty, staff, administration there is no difference. So anyone who has been offered a position, the hiring would be contingent on the completion of a background investigation. Chair Epperly asked do we do non, and I guess, if I understand the situation right, the Penn State issue was not an employee it was a volunteer that was involved heavily in some programs. Do we look, I mean if we have, I don't know if we bring volunteers in for camps or this or that, that they're overseeing this. I don't know. I'm just asking the question. Dana Biernbaum said it was an employee... Chair Epperly interjected he was retired right? Dana said yeah, right. Chair Epperly said anyway, food for thought. I'm not looking for an answer right now, but that's the things that I would hope we're looking at and discussing in detail, etc. Dana said yeah, there are statutes that require us to have anyone working with minors background checked, and so that is something that we certainly seek to comply with if we don't already. But I know, certainly, the College of Education and Human Services extensively background checks the student teachers who go out and work with minors and then we have the capability of background checking those who work with camps and conferences here on campus as well. So, the capability exists. We need to get that policy implemented, so that we can carry it out to all groups of employees.

President Thomas said and also, Andrea will you talk a bit about the yearly sexual harassment training that is required by everyone here on campus. Andrea Henderson said yes. All employees, including student employees are required to take our annual sexual harassment exam. We do that in the spring in order to avoid conflict with the ethics exam which is done in the fall. That also includes information on reporting. It includes our policies, but as well it includes reporting information: how to contact someone in the Office of Equal Opportunity and Access if you witness or experience harassment of that nature.

Trustee Cole asked is there an acknowledgement form that you give to anyone to sign stating that they have received the documentation or this particular training? Andrea Henderson said after they take the mastery exam or the refresher exam, they receive a certificate that they keep for their own records of having completed that. We receive an electronic record that it's been completed. Trustee Cole said I guess my question is, is there a form where you can have them sign off saying that they have been properly trained on sexual harassment issues and what the condition that if they are found to be involved in that. It's just an acknowledgement form that will protect the University, because it now says that you were given this training and you have that document to show that they saw it themselves. President Thomas said it's actually set up electronically, as she stating, that they will get a certificate that then it's the responsibility of the University. We're notified that they did and individuals who have not taken it, we have to encourage them to take it. We have to make sure that we have 100% participation that they have taken it. Otherwise, we have to do some kind of report, I think to the State, stating that they have not. Andrea Henderson clarified not for this one. I believe you're talking about the ethics, I think that's for the ethics. President Thomas said so we don't do the same thing, that's for the ethics training, ok. Andrea Henderson said we don't have to do a report, but we keep that information, and they do have to enter their WIU ID number, and we're kind of looking at that as an electronic signature. That's their acknowledgement that they've gone through the training, that they've read the policy, and that they understand it. There is information on there for them to contact us if they do not.

Trustee Cole said I have one more question in regards to the background check. There is two things that's normally done, and that's just from a standpoint from where I work, is that we do what we call a CANTS and a LEADS. The LEADS is more your criminal background, and the CANTS is whether you ever had the opportunity, whether there's ever been an allegation of child abuse. Do you all do that also? Can you do that so that you will know that that person has been hit? It does not necessarily mean that they've been indicated for child abuse, but it will put you, it will make you aware of what's going on. Andrea Henderson said I have to defer to Dana regarding that. Dana Biernbaum said at this point, the criminal background investigation that we have access to is the state database and the federal database, the FBI database, so and all that we would be reviewing, per the current policy draft that we have is actual, not just charges or allegations, but actual convictions. So I would say at this point, that's not something that's been in our consideration, but I'm not saying that it can't be. It's still in draft stage, so we certainly can look into that.

Chair Epperly said so I guess very simply we've created work for you. Andrea Henderson said of course. You'll be able to give us some more info down the road on this? What's happening, what's going on and so forth. President Thomas said sure. Chair Epperly said good. Any other new business? With that, I want to wish everybody a happy holidays. If you're involved in any of the festivities tonight, tomorrow, I'm looking forward to it, etc. Travel safe over the holidays and let's make it a great Leatherneck 2012.

NEXT MEETING

The next meeting will be March 30, 2012, here in Macomb.

There being no further business to come before the Board, a motion was made and duly processed to adjourn the meeting of the Board at 11:55 A.M.

William L. Epperly, Chair
Kerry L. Lemaster, Administrative Assistant to the Board

cr