

WESTERN ILLINOIS UNIVERSITY  
BOARD OF TRUSTEES  
Minutes of the Meeting  
December 16, 2016

The meeting of the Board of Trustees of Western Illinois University convened at 8:00 A.M. at the University Union Capitol Rooms – WIU Macomb. Chair Cathy Early presided.

The following trustees were present and available to answer roll call:

Trustee Roger Clawson  
Trustee Lyneir Cole  
Trustee Cathy Early  
Trustee Carolyn Ehlert Fuller  
Trustee William Gradle  
Trustee Steven Nelson  
Trustee Yvonne Savala

Trustee Todd Lester was absent.

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

President Jack Thomas  
Legal Counsel Bruce Biagini  
Board Treasurer and Interim Vice President for Administrative Services Matt Bierman  
Administrative Aide to the Board Paula Rhodes  
Interim Provost and Academic Vice President Kathy Neumann  
Interim Vice President for Student Services Ron Williams  
Vice President for Advancement and Public Services Brad Bainter  
Vice President for Quad Cities and Planning Joe Rives

Advisory Group Representatives present:

Civil Service Employees Council President – Stacy Dorethy – Macomb  
Faculty Senate Chair – Christopher Pynes – Macomb  
Student Government Association President – Dovile Svirupskaite – Macomb  
Council of Administrative Personnel President – Dustin Van Sloten – Macomb

**REVIEW AND APPROVAL OF BOARD MEETING MINUTES**

Trustee Ehlert Fuller moved to approve the October 6-7, 2016 Board Meeting minutes. Trustee Savala seconded the motion.

Roll Call

Trustee Roger Clawson	Yes
Trustee Lyneir Cole	Yes
Trustee Cathy Early	Yes
Trustee Carolyn Ehlert Fuller	Yes
Trustee William Gradle	Yes
Trustee Steven Nelson	Yes
Trustee Yvonne Savala	Yes

## **PUBLIC COMMENTS**

Bill Thompson addressed the Board. He formally invited the Trustees to work with UPI in the coming semester. He said that we are facing an unprecedented crisis. We do not have reserves. There is no reason to have hope or confidence that things will change in Springfield. We are going to have to let the Governor know that his policies are threatening the education of the young people of Illinois and the future of those people, and our own future. We are asking you to work with us, not against us, not around us. We have repeatedly asked the administration to lobby with us but they have chosen to do their own thing. The Board needs to be front and center and let the Governor know the seriousness of this problem. The stopgap does not fix the problem. Thompson mentioned a mold problem in the University Library and said that we need you to work with us and not use the excuse of being caught in the middle.

## **CHAIRPERSON'S REMARKS**

Chair Early commented on Bill Thompson's comments and how you try to approach and resolve problems. There are so many different ways to do it. She brought up an analogy for problems – kind of like tending a garden, there are many issues – weeds, diseases, blights – and there are many different ways of dealing with that and sometimes it is a combination of dealing with that – and she spoke of her style to do consensus building. She is frustrated with the lack of consensus building in Springfield. We are the garden stuck in the middle of two factions throwing herbicide at each other. We need to find a way to break the gridlock.

Chair Early said this is one of the great weekends at WIU and Macomb. It is graduation weekend. This is one of the times that I enjoy being on the Board. This is a time of rejoicing. Everyone is happy and nervous. It is a time of celebration for our students, our faculty and our staff. It is a great weekend and a wonderful weekend.

Chair Early mentioned some good things that are happening at Western. She highlighted the good works of our students. For example, APEK (Association of Physical Educators in Kinesiology) and Kinesiology students were highlighted. She mentioned the recognitions that the President and University have received in spite of the difficult times, specifically mentioning the President's membership on the AASCU Board and IBHE Board. She discussed recruitment and retention. Western is doing a good job on that front. This is a joint effort of faculty and staff, and we care. Chair Early commented on the success of the President's leadership.

## **PRESIDENT'S REMARKS**

President Thomas thanked Chair Early. He thanked everyone for completing another successful semester at Western Illinois University. President Thomas congratulated those students and Alumni Achievement Awardees being recognized this weekend.

The President thanked his Leadership Team for their hard work and dedication, and commitment to Western. Because of the recent fiscal challenges, the past year and a half has added additional pressures. These challenges have affected many across the University and locally. President Thomas thanked everyone, as well as the Board of Trustees. The Board has stood by the University and is appreciated.

Criticism often follows difficult decisions. President Thomas said that we must keep the University at the forefront of our actions – the overall University. It is about the students that we serve.

On November 23, the IBHE allocated \$8.4M to Western, as part of the June 30, 2016 stopgap measure. He thanked the IBHE and the legislature for their commitment to Western.

In Fall 2016, WIU covered MAP funding for WIU students, and will also cover funding for students for the Spring semester of 2017. Not all students who were eligible for MAP funding in the State received it, but IBHE just requested an increase in MAP funding from the legislature.

Since 2000, the number of students leaving Illinois has increased every year. President Thomas discussed further data regarding enrollment and recruitment.

The University continues to be proactive in lobbying for Western Illinois University. We never stop advocating. Various individuals, including state leaders, visited Western. He listed a few of the special visitors to campus this past semester. These individuals join us in being concerned about the success of WIU and higher education in general.

President Thomas indicated he is pleased with the work of the President's Executive Corporate Cluster. Later in the meeting today, there will be an update on the ongoing work of this initiative. Each session was well attended, which provides numerous benefits for everyone involved. The Summits are a starting point as we work with our partners on regional issues.

President Thomas highlighted special University recognitions and achievements that have taken place since the October 2016 Board of Trustees Meeting. We will continue to provide a quality educational experience for our students, and advocate in Springfield.

Thomas discussed personnel changes at Western, including the searches for the Vice President for Administrative Services and Vice President for Student Services. He thanked Interim Vice Presidents Bierman and Williams for their service. Dr. Paul Schlag is serving as a Chief of Staff in the President's Office, and Maggie Fultz has moved to the Quad Cities to work with Dr. Rives.

Thank you for being here today and your support of this University. It takes all of us to make things happen at this University. We are pleased that even in these difficult budget times that we continue to do well for rankings and accolades. We continue to educate students.

## **LEGISLATIVE UPDATE**

Jeanette Malafa, Assistant to the President for Governmental Relations, outlined the issues facing Western and higher education in general. Malafa also outlined changes to our governmental representatives as a result of recent elections. Malafa said that we continue to be proactive in our work for continued funding. She also discussed upcoming schedules for session and what may be covered in the spring session. Trustee Nelson requested that we thank those representatives that are leaving, and meet with those incoming representatives.

## **GENERAL COMMENTS BY VICE PRESIDENTS**

### **Academic Services**

Interim Provost and Academic Vice President Kathy Neumann thanked everyone from Academic Affairs for a great fall semester. Commencement activities begin this weekend, and Neumann provided the numbers of students that may be participating this weekend.

Neumann highlighted items and accomplishments from the different divisions from Academic Affairs. These included different projects, degree programs, and other recognitions from across the division. Trustee Wil Gradle was named the WIU Lincoln Laureate for this year. There were many accomplishments in Academic Affairs. Neumann thanked all the faculty and staff for their efforts in recruiting and retaining students.

Trustee Nelson talked about a school in the Quad Cities that is offering less electives. This may be a chance for Western to provide classes. He brought up the possibility of adding some Spanish components for the LEJA program. Trustee Ehlert Fuller elaborated on Trustee Nelson's comment regarding discussions at the High School Summits about offering electives and helping high schools. President Thomas and Vice President Rives provided further information on electives and the follow up from the High School Summits. Trustee Savala said there are also other related options available to students. Trustee Savala asked when an answer may be received on the NSF grant, and Interim Provost Neumann said it may be a few weeks.

### **Student Services**

Interim Vice President for Student Services Ron Williams began his comments by thanking everyone at Western Illinois University. He reported on the items and accomplishments from the division of Student Services. This included discussion of numerous enhanced recruitment strategies. He also reported on student persistence and how the Enrollment Management Team and others are trying to address the issues. October 1 was the first date to begin filing their FAFSAs. Students wanting to receive MAP funding for Fall 2017 must have FAFSA filed by December 22. Williams also provided further updates from Student Services.

Trustee Nelson said he has noticed as of late how competitive other schools are in competing for students. He gave some examples of what he has seen lately. We are going to have to be competitive. Trustee Cole talked about the billboards he has seen in the Chicagoland area. Trustee Cole asked about our attendance in recruitment fairs and indicated that we need WIU representatives at these events. We need to recruit where we are being asked to come. He will speak with the Vice President and Admissions about this. Trustee Cole asked about recruitment of 100 miles or more and in different states. Admissions Director Seth Miner was asked to the podium to address his questions. Trustee Clawson asked if honors students or other students may be asked to come back to their alma maters after graduation to help with recruiting. Miner said that this is something that has been somewhat limited in the past, but he is working with Dr. Hardy of the Honors Program to see what may be done moving forward. Trustee Ehlert Fuller agreed that getting students involved may provide great benefits. Western also has the student ambassadors and they may be utilized more this coming spring. Trustee Nelson said he believes that it is everyone's responsibility to recruit students. Trustee Cole elaborated on how well two groups of students were treated this past spring when they visited campus. He said we need to roll out the red carpet for not just honors students, but all students. We all are ambassadors for Western.

### **Advancement and Public Services**

Vice President Brad Bainter said he truly enjoys working with these vice presidents and President Thomas. Vice President Bainter focused on recent activities in his division. One major item of note is the new Western magazine. This is an effort across and beyond the division. The holiday card and video are also getting great kudos. Bainter talked about billboards and how these are being placed and how we are addressing the competition. There will be new commercials and billboards across region as we go into the holiday break.

Trustee Ehlert Fuller expressed her congratulations for the magazine. She has also noticed a big step up on what has been on Facebook and she is impressed with the tone, positive messages, and frequency of postings. Trustee Gradle agreed with this sentiment from the student perspective. The messaging makes you think that Western is the place you want to be, and wanted to express his thanks for that. Trustee Nelson appreciated a call he received to thank him for being a donor, and that he enjoyed attending the scholarship banquets. We have some great donors and great scholars. Trustee Savala commented on how fantastic the scholarship banquets are and how we host the donors and students together.

### **Administrative Services**

Interim Vice President Matt Bierman talked about cash flow. As of earlier this week, we received all of the \$31.4M from the stopgap measure. The \$8.4M allocated by IBHE has also been received. This is great news. Bierman elaborated further on the IBHE allocation requirements and how we received that money. We are grateful to the IBHE and legislators. We will not have any trouble getting to January tuition, and is optimistic about cash flow and advocating this Spring. We continue to conserve where we can. We have caught back up to paying our vendors and are not delaying payments at this time. A furlough program was explored for Civil Service employees and the University has decided not to enact it at this time due to the best interests of the University. Bierman talked about the increased cost of doing business, giving the example of postage going up in January. He updated the Board on the FLSA (Fair Labor Standards Act) and where it stands now. The External Auditors continue to do their work. He told the Board that 99.8% of our employees got Ethics training done in the 30-day window.

Bierman highlighted other things in his division, including changes in personnel, a new construction contract, and a status update on the cell phone tower. This included updates on some of the projects taking place on campus. Bierman appreciates the support he receives from the President and his division.

Trustee Gradle asked about utility costs and if grants may be available to use renewable resources. Facilities Management Director Scott Coker said that they continue to look for grants but there is not a large amount available at this time. Trustee Nelson joked that Bierman is the most quoted financial director in Illinois. Trustee Clawson commented on the drop in water consumption.

### **Quad Cities and Planning**

Vice President for Quad Cities and Planning Joe Rives echoed that this is a very strong President and Leadership Team and that that we always have the best interests of the University at heart. Rives talked about the twelve summits done in twelve weeks and the amount of work that takes place before, during, and after. Rives also congratulated Trustee Gradle as the Lincoln Laureate on behalf of the students in the Quad Cities. He also highlighted other accomplishments taking place at the Quad Cities and in Planning.

Trustee Nelson said that the Y is willing to discuss a membership package for students at the Quad Cities. Nelson would also like to see a fee for mandatory parking in the Quad Cities, as he believes this is a safety issue. The Trustees discussed this idea further. The University will study this. Trustee Clawson extended his congratulations on a positive graduation reception at the Quad Cities. Trustee Gradle talked about the importance of student involvement in long term and strategic planning at the University.

The Board of Trustees took a break at 9:59 a.m.

The Board of Trustees reconvened at 10:18 a.m.

Chair Early reconvened after the break.

## **ADVISORY GROUP REPORTS**

### **Consent Agenda: Civil Service Employees Council, Council of Administrative Personnel, Faculty Senate, and Student Government Association:**

Written Report Submitted On Behalf of Group by Stacy Dorethy, Civil Service Employees Council:

The four constituency groups recognize all the leadership groups on campus for the jobs they are doing during these uncertain budgetary times. We would also like to recognize all Western Illinois University employees for their continued efforts during these unprecedented times. We encourage the BOT to

demonstrate fastidious leadership and vision. Once again, we hope that a full budget will soon be part of the regular operation of the State of Illinois.

Furthermore, we vastly encourage the BOT to keep our students, faculty, staff, administration, and our four core goals in mind when making and communicating important decisions and long term planning: Academic Excellence, Educational Opportunity, Personal Growth, and Social Responsibility.

### **Civil Service Employees Council Macomb President – Stacy Dorethy**

Dorethy gave highlights from her written report.

Written Report Submitted:

- 1) We would like to thank all the employees of the month for going above and beyond their everyday duties. All 2016 EOM were recognized at the Fall CSEC Luncheon on December 1, 2016 for their service to the University, as well as the newly introduced 2016 CSEC Employee of the Year. We would also like to send out many thanks to their nominators for helping to recognize them for their outstanding service to Western Illinois University.

#### Civil Service Employees of the Month:

- November 2016: Dawn Schmitt, Administrative Assistant – WQPT Quad Cities
- December 2016: Jenni Hamlin, Chief Clerk – Department of Women’s Studies

#### Civil Service Employee of the Year:

- Derek Watts, Police Sergeant - Office of Public Safety (May 2016 EOM)

- 2) The six \$1,000 Civil Service Dependent Scholarships for the 2016-2017 academic year were recognized at the CSEC Fall Luncheon.
- 3) Hosted our Fall Luncheon: “*Classic Literature: The Comforts of Curling up with a Good Book*” on Thursday, December 1 from 11:30am – 1pm in the Heritage Room. This year’s event was very well attended, with approximately 200 in attendance. Many thanks to everyone that attended and supported this luncheon. The money made from each luncheon (Spring and Fall) is used to support the Civil Service Dependent Scholarships and Civil Service Employee Textbook scholarships. A special THANK YOU to Sheila Downin (HR) for taking some fantastic pictures of the day. These can be viewed on the Facebook pages of WIU Civil Service Employees Council and/or WIU Human Resources.

The Civil Service Employees Council would like to express their sincere appreciation to the WIU Board of Trustees; President Thomas; Matt Bierman, Interim Vice President for Administrative Services; and Pam Bowman, Human Resources Director, for their continued support of our council and to WIU’s Civil Service employees.

### **Faculty Senate Chair – Christopher Pynes**

Pynes outlined items handled by the Faculty Senate.

Written Report Submitted:

The following is an abbreviated summary of some of the major activities and initiative the Faculty Senate has engaged in since the 7 October 2016 BOT meeting with full Faculty Senate meeting minutes available on the Faculty Senate website, < [http://wiu.edu/faculty\\_senate/meetings/index.php](http://wiu.edu/faculty_senate/meetings/index.php) >:

- Budget Director and Interim Vice President for Administrative Services Matt Bierman presented information to senators about the University budget and answered questions.

- University Technology CIO Steve Frazier discussed the draft IT Strategic Plan Update with senators.
- Admissions Director Seth Miner had a long discussion with senators that included several suggestions for increased faculty involvement in recruitment.
- Faculty Senate discussed the scheduling of the BOT agenda, which was unable to be considered by the full Senate at today's meeting prior to the final BOT meeting of the semester on December 16. Rather than vote to not consent to the action items without seeing them, senators approved a motion to let the Executive Committee determine if a special Senate meeting is necessary before Chairperson Pynes consents to the action items on the agenda.
- Matt Bean, Music, was elected to represent the College of Fine Arts and Communication on the University Personnel Committee for a two-year term.
- Faculty Senate has been asked to appoint one faculty representative each for the search committees for Vice Presidents for Student Services and for Administrative Services. According to established procedures, the Senate Nominating Committee will use responses to the yearly interest survey to determine nominees for these two positions.
- Faculty Senate had a long discussion about a proposed new Cyber Security minor before finally approving it. The School of Computer Sciences will administer the Cyber Security minor.
- The Senate approved changes to the operating procedures for its Council for Instructional Technology.
- The Senate Executive Committee has been discussing the possibility of establishing internal metrics to be used in addition to those established by outside entities such as the Illinois Board of Higher Education. Chairperson Pynes asked senators to let an Executive Committee member know if they have feedback they would like to add to this discussion or whether it should become part of a broader discussion of the full Senate.

Trustee Clawson said that he is glad that the Cyber Security Minor is moving forward. The group discussed this item and a related possible interdisciplinary minor, with the assistance of the Dean of College of Arts and Sciences Sue Martinelli-Fernandez.

### **Student Government Association President—Dovile Svirupskaite**

Svirupskaite gave updates on activities of the SGA.

#### Written Report Submitted:

The Student Government Association had a successful and productive first half of the 48<sup>th</sup> legislative session. Throughout the semester, we focused internally on how we can better represent the student and continued to advocate for students on a variety of issues around campus.

In October, we awarded our Student Government scholarship that recognized student leaders who are exceptional student leaders outside of SGA. Brenna Smith and Ashley Asauskas were the chosen by the Senate to be the recipients of the scholarship for the Fall 2016 semester.

We began preparations for the yearly State of the Student address that will be held on March 29<sup>th</sup> from 3-4 p.m. We encourage the board, administration, and members of the Western Illinois community to attend and listen to the accomplishments and concerns of the student body.

We've done a lot of work with semester in terms of internal restructuring to ensure that we are representing the student voice as efficiently and effectively as possible. We continue to look to the administration and the board for support as we bolster the student voice and represent the concerns of all students.

## **Council of Administrative Personnel Macomb President – Dustin Van Sloten**

Van Sloten highlighted items from his report and activities of COAP.

### Written Report Submitted:

During the Fall 2016 semester, the Council of Administrative Personnel awarded the Fall '16 \$100 COAP Professional Development Scholarship to University Housing and Dining Services Assistant Director of Residence Life Sarah Hart. The award was used toward her attendance at the Great Lakes Association of College and University Housing Officers (GLACUHO) in November. A reminder for COAP members to send in their applications for the Spring 2017 COAP Professional Development Scholarship will be sent mid-December and another will be sent again in early January 2017. The application deadline is January 31.

The COAP Executive Committee continues to showcase the work that COAP employees do at Western via its "COAP Employee Spotlight" series on University Relations' "Beyond the Bell Tower" blog. You can read the latest post about Dana Vizdal at <https://wiurelations.wordpress.com>.

All COAP Employee spotlights can be found at [wiurelations.wordpress.com/category/coap-employee-spotlight/](https://wiurelations.wordpress.com/category/coap-employee-spotlight/).

### Updates to the COAP Executive Committee:

- Jennifer Grimm is the new COAP Representative for Academic Services as of December 15, 2016.
- Past President Teresa Koltzenburg is leaving the university to accept a position at Purdue University. She has been a great asset to COAP and will be sorely missed.

Finally, the COAP Executive Committee has scheduled the Spring Open Forum with President Thomas. It is set for Wednesday, May 3, 2017, at 10:00 am in the University Union Capitol Rooms (Macomb) and QC Complex RF 103/104 (via CODEC to the Quad Cities).

## **FINANCE COMMITTEE REPORT**

### **Report No. 16.12/1: Report on Contributions**

Trustee Savala turned the report to Vice President Bainter. Bainter noted that there has been a loss of accounting staff and others in his division, so they are getting back up to speed. Beginning July 1, the four college development officers began reporting to his office. That is going well. Bainter made other comments regarding projects his area is working on and major gifts given since the last meeting.

### **Report No. 16.12/2: Purchases of \$100,000-\$499,999.00 Receiving Presidential Approval**

Interim Vice President Bierman said that the report is as submitted. Assistant to the Vice President Digger Oster answered a question from Trustee Nelson regarding one of the items.

## **ACADEMIC AND STUDENT SERVICES COMMITTEE**

Trustee Nelson gave opening remarks.

### **Report No. 16.12/3: Enrollment, Retention, and Graduation Rate Information**

Interim Vice President Williams asked Admissions Director Seth Miner and Director for Institutional Research Angela Bonifas to the podium for any questions.

Trustee Nelson asked if our students are taking less in credit hours? Bonifas said that the student credit hour credit production has decreased. Trustee Clawson asked about the drop on the retention in column two of page 25. He asked why this may be? Bonifas explained how the different tables are structured and how

retention went up this year. Trustee Nelson asked how many students applied for the Fall semester. Miner said that we are a little behind from this time last year, and that we will focus on our communication plan that Dr. Williams discussed earlier. The Trustees asked about where we are with Spring semester projections and this was discussed further. There are many new variables this year, so the metrics are in progress. The Board had further discussion regarding recruitment, enrollment, and retention.

**Report No. 16.12/4: Fiscal Year 2017 Performance Report**

Vice President Joe Rives reminded the group about the rationale behind this report. 55% of our performance indicators are moving in the desired directions. That tells him that we are doing a good job in these turbulent fiscal times. Rives said that he is proud of this report because it shows that planning is leading budget. Rives reminded us we were the 11<sup>th</sup> best public institution and went up to 9<sup>th</sup> place even with no budget.

Trustee Cole asked about the numbers in the report regarding the numbers of applications versus numbers of enrollments, particularly with new students in the Quad Cities. Admissions Director Miner discussed what is being done at the Quad Cities campus to address these issues and raise the number of enrollments. Faculty Senate Chair Christopher Pynes also addressed Trustee Cole’s question. There was continued discussion on the question and related issues.

**Resolution No. 16.12/1: Tuition Recommendation**

Interim Vice President Bierman presented the report.

A motion was made by Trustee Early to approve. Trustee Ehlert Fuller seconded the motion.

**Roll Call**

Trustee Roger Clawson	Yes
Trustee Lyneir Cole	Yes
Trustee Cathy Early	Yes
Trustee Carolyn Ehlert Fuller	Yes
Trustee William Gradle	Yes
Trustee Steven Nelson	Yes
Trustee Yvonne Savala	Yes

Motion carried.

**Resolution:**

**WHEREAS** *Higher Values in Higher Education* expresses Western Illinois University's commitment to national leadership in quality, opportunity, and affordability; and,

**WHEREAS** The Student Cost Task Force continues to evaluate the cost of attendance and price sensitivity on our student population; and,

**WHEREAS** tuition is to be established annually by the Western Illinois University Board of Trustees, following the general guidelines established by the Illinois Board of Higher Education were followed; and,

**WHEREAS** the rate would remain unchanged at \$284.70 per credit hour for new undergraduate students; and,

**WHEREAS** the rate would remain unchanged at \$323.64 per credit hour for new graduate students only; and,

**WHEREAS** recruitment of high-achieving out of state domestic students continue:

**THEREFORE** be it resolved in accordance with the priorities and goals of Higher Values in Higher Education that the Board of Trustees approves tuition rates for FY2018 (effective fall semester 2017) as enumerated in the FY2018 Tuition Recommendation document which follows.

FY2018 Tuition Recommendation

	FY2015	FY2016	FY2017	Proposed FY2018		
				Amount	\$ Change	% Change
<b>I. <u>Undergraduate Students</u></b>						
Academic Year (Based on 30 SCH)	\$8,632.20	\$8,805.00	\$8,541.00	\$8,541.00	\$ -	0.00%
Per Credit Hour	\$287.74	\$293.50	\$284.70	\$284.70	\$ -	0.00%
<b>II. <u>Graduate Students</u></b>						
Academic Year (Based on 24 SCH)	\$7,615.44	\$7,767.36	\$7,767.36	\$7,767.36	\$ -	0.00%
Per Credit Hour	\$317.31	\$323.64	\$323.64	\$323.64	\$ -	0.00%

**III. Out-of-State Students - Domestic Students**

New students beginning fall semester 2016 at Western Illinois University who have a permanent legal domicile within the United States of America will be assessed in-state tuition.

**IV. Out-of-State Students - International Students**

International students tuition will be assessed at one and one-half times the in-state rate.

**AUDIT COMMITTEE**

Trustee Clawson gave opening remarks.

**Resolution No. 16.12/2: Annual Review of Internal Audit Charter**

Director of Internal Audit Mike Sartorius presented the Internal Audit Charter, well as clarifying the changes made in the Charter and the rationale behind the changes.

A motion was made by Trustee Early to approve. Trustee Ehlert Fuller seconded the motion.

**Roll Call**

Trustee Roger Clawson	Yes
Trustee Lyneir Cole	Yes
Trustee Cathy Early	Yes

Trustee Carolyn Ehlert Fuller	Yes
Trustee William Gradle	Yes
Trustee Steven Nelson	Yes
Trustee Yvonne Savala	Yes

Motion carried.

**Resolution:**

**WHEREAS** Western Illinois University has a need to periodically review and present the Internal Auditing Department Charter to the Senior Leadership team and the Board of Trustees to be in compliance with regulatory requirements and the Institute of Internal Auditors *International Standards for the Professional Practice of Internal Auditing*; and,

**WHEREAS** the WIU Internal Auditing Department Charter includes the mission, purpose, and organizational structure and authority of the department; statement of professional practice; statement of independence and objectivity; the types of internal audit services provided; departmental objectives; and the duties and responsibilities of the department; and,

**WHEREAS** the Internal Auditing Charter includes the primary responsibilities of the Internal Audit Department, which includes: developing a two-year risk based audit schedule that is updated and approved annually; performing audit assurance engagements, consulting services, special investigations, and follow-up reviews on audit findings issued; reporting material results of audits, reviews, and investigations to University management and the Audit Committee; and providing an annual summary of the Internal Auditing Department activities to the University President and Audit Committee by September 30<sup>th</sup> for the previous fiscal year:

**THEREFORE** be it resolved that the Board of Trustees approves the Internal Audit Charter as presented.

**GENERAL DISCUSSION and ACTION ITEMS**

**Report No. 16.12/5: Facility Assessment Report**

Director of Facilities Maintenance Scott Coker gave a PowerPoint presentation to add to the written report as presented. The presentation highlighted utility usage on campus, DCEO grants, facility condition assessments, age of buildings on campus, and images of deferred maintenance.

Coker answered a question from Trustee Gradle about LED lighting in classrooms.

**Report No. 16.12/6: Fiscal Year 2017 Master Plan Update**

Vice President Joe Rives gave a PowerPoint presentation to add to the written report as presented. Master planning is about people, place and programs. The presentation discussed the guiding principles of the Macomb Campus Master Plan and examples of images showing these principles from the Macomb Campus, and guiding principles of the Quad Cities Campus Master Plan and images showing these principles from the Quad Cities Campus.

Trustee Gradle commented on the accessibility of outlets and how it varies greatly between the Quad Cities and Macomb. Students choose where they want to sit or study based on the availability of outlets. He would like to see more tables with outlets built into them in buildings in Macomb. Trustee Clawson asked about wireless on campus and Interim Provost Neumann answered his questions.

**Report No. 16.12/7: Higher Learning Commission Quality Initiative: Fiscal Year 2017 Update**

Vice President Rives said that Quality Initiative is an accreditation requirement. This is an annual update.

**Report No. 16.12/8: Quarterly Planning Update**

Vice President Rives updated the status of activities so we have a running record.

**Report No. 16.12/9: Mayors’ Summits Results and Principals’ Summits Data**

The Director of the Illinois Institute for Rural Affairs (IIRA) Christopher Merrett gave a PowerPoint presentation. The presentation included the rationale for outreach and surveys, survey results (economic development/mayors’ summits, and education/high school administrator summits), and takeaways and moving forward.

Vice President Rives discussed follow up and implementation strategies. There are four issues: population decline, dual enrollment, teacher preparation, and building awareness of what is inside of Western. There will be an executive briefing scheduled in late January. Rives elaborated on the power of the President’s Corporate Cluster.

Chair Early recognized the work of Christopher Merrett and the IIRA staff.

**Resolution No. 16.12/3: Release of Closed Session Meeting Minutes**

A motion was made by Trustee Gradle to approve. Trustee Savala seconded the motion.

Roll Call

Trustee Roger Clawson	Yes
Trustee Lyneir Cole	Yes
Trustee Cathy Early	Yes
Trustee Carolyn Ehlert Fuller	Yes
Trustee William Gradle	Yes
Trustee Steven Nelson	Yes
Trustee Yvonne Savala	Yes

The 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 October 1-2, 2015; 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 closed session minutes of December 17, 2015; January 25, 2016; March 10, 2016; April 20, 2016; June 9, 2016; July 14, 2016; and October 6, 2016, to determine whether the need for confidentiality still exists with respect to all or part of the minutes:

**THEREFORE** be it resolved the Board of Trustees of Western Illinois University has determined that the need for confidentiality still exists and it will review the minutes listed above again at the March 31, 2017, Board Meeting to make a final determination with regard to their release.

**OLD BUSINESS**

Chair Early thanked Bruce Biagini for his service as Legal Counsel today.

**NEW BUSINESS**

No new business reported.

**NEXT MEETING**

Chair Early called for a motion to adjourn the meeting of the Board at 12:13 p.m. All were in favor and none opposed.

The next Board meeting will be held March 30-31, 2017 on the WIU-Macomb Campus.

Cathy Early, Chair  
Kerry McBride, Business Administrative Associate to the Board

klm