

**MINUTES OF THE MEETING OF THE
BOARD OF TRUSTEES OF
EASTERN ILLINOIS UNIVERSITY
CHARLESTON, IL**

June 21, 2004

A meeting of the Board of Trustees was convened on June 21, 2004, at 9:35 a.m. in the University Ballroom of the Martin Luther King University Union, Eastern Illinois University, Charleston, Illinois. Dr. Nathaniel Anderson, Chair of the Board, presided.

Roll Call

Roll was called and the following members were present:

Dr. Anderson	Present
Mr. Davidson	Present
Dr. Dettro	Present
Mr. Lezotte	Not Present
Ms. Nimmons	Present

Also present were the following:

Mr. Lou Hencken, President
Dr. Blair Lord, Provost and Vice President for Academic Affairs
Mr. Jeff Cooley, Vice President for Business Affairs and Treasurer, Board of Trustees
Dr. Jill Nilsen, Vice President for External Relations
Ms. Shirley Stewart, Acting Vice President for Student Affairs
Mr. Joe Barron, General Counsel
Ms. Cynthia Nichols, Director of Civil Rights and Diversity
Ms. Judy Gorrell, Executive Secretary to the President and Assistant Secretary, Board of Trustees
Ms. Brad Ingram, Board Counsel
Dr. Doug Bock, Parliamentarian

Minutes

Ms. Nimmons moved to approve minutes as corrected for the Board meeting on April 26, 2004.

The correction on Action Item 5: Ms. Nimmons moved to approve the contract for Network Infrastructure Upgrade – Phase III. This project represents the third and final phase of the overall campus network infrastructure upgrade project. The total cost of the project is not to exceed \$4,494,480. The Network Electronics contract is awarded to STL Technology Partners, Bloomington, IL; and the Storage Area Network contract is awarded to Storage Technology Corporation, Bolingbrook, IL. ~~Ms. Nimmons~~ **Mr. Davidson** seconded the motion..
Dr. Anderson seconded the motion.

Roll was called and the vote was as follows:

Dr. Dettro	Yes
Mr. Davidson	Yes
Ms. Nimmons	Yes
Dr. Anderson	Yes

Motion carried.

Mr. Davidson moved to approve the minutes of the Board Conference Call on May 10, 2004.
Dr. Dettro seconded the motion.

Roll was called and the vote was as follows:

Dr. Dettro	Yes
Mr. Davidson	Yes
Ms. Nimmons	Yes
Dr. Anderson	Yes

Motion carried.

Executive Session

Dr. Dettro moved that the Board convene in Executive Session to consider the employment of employees as permitted by Section 2.C.1 of the Open Meetings Act, collective negotiating matters as permitted by Section 2.C.2 of the Open Meetings Act, pending probable or imminent litigation as permitted by Section 2.C.11 of the Open Meetings Act, Executive Session minutes as permitted by Section 2.C.21 of the Open Meetings Act, and the sale or purchase of securities, investments, or investment contracts as permitted by Section 2.C.7 of the Open Meetings Act.
Mr. Davidson seconded the motion.

Roll was called and the vote was as follows:

Mr. Davidson	Yes
Dr. Dettro	Yes
Ms. Nimmons	Yes
Dr. Anderson	Yes

Motion carried.

Dr. Dettro moved that the Board reconvene in Open Session. Ms. Nimmons seconded the motion.

Roll was called and the vote was as follows:

Mr. Davidson	Yes
Dr. Dettro	Yes
Ms. Nimmons	Yes
Dr. Anderson	Yes

Motion carried.

Action Items

1. In order to arrange for the financing of various capital improvement projects to be funded with the proceeds from the sale of Certificates of Participation, Ms. Nimmons moved that the Board of Trustees authorize the following actions:

- The Board Treasurer, John S. Vincent and Company, LLC as Financial Advisor, and Chapman and Cutler as Bond Counsel, be and are hereby authorized to prepare and distribute a Preliminary Official Statement, an Official Notice of Sale, an Official Bid Form, and final Official Statement.
- The Board Treasurer is authorized to seek and secure, as appropriate, bond ratings from rating agencies and bond insurance from bond insurers, and retain a bond trustee with respect to the certificates.
- Bond counsel is authorized to prepare additional documents including an indenture of trust, installment purchase agreement, acquisition agreement, tax exemption certificate, and agreement, and continuing disclosure document agreement.
- The Chair, President, Treasurer, and other authorized officers of the Board to do and perform such other acts and things, and to make, execute, and deliver all such other instruments and documents on behalf of the Board as may be by them deemed necessary or appropriate to comply with or to evidence compliance with, the terms, conditions or provisions of the sale, including the authorization and distribution of Preliminary Official Statement, Official Notice of Sale, Official Bid Form, and a final Official Statement with respect to the sale of the Certificates, and all acts and things, whether heretofore or hereafter done or performed by the officers of this Board which are in conformity with the intents and purposes hereof shall be and the same are hereby in all respects, ratified, confirmed, and approved.

Prior to the sale and delivery of the Certificates, the Board will be asked to approve the substantially final forms of the documents referred to above.

Mr. Davidson seconded the motion.

Roll was called and the vote was as follows:

Dr. Dettro	Yes
Mr. Davidson	Yes
Ms. Nimmons	Yes
Dr. Anderson	Yes

Motion carried.

2. Mr. Cooley presented an overview of the University FY 2005 all funds budget. Ms. Nimmons moved to approve the Fiscal Year 2005 All Funds Budget of \$157,749,000, an increase of \$11,285,000, which is an 7.7% increase over FY2004. Dr. Dettro seconded the motion.

Roll was called and the vote was as follows:

Dr. Dettro	Yes
Mr. Davidson	Yes
Ms. Nimmons	Yes
Dr. Anderson	Yes

Motion carried.

3. Mr. Cooley presented a proposal for the FY 2006 Operating and Capital Budget Requests to the Illinois Board of Higher Education. The Operating Budget Request totals \$6,743,528 which is a 7.9% increase over FY2005. This includes employee compensation, operating expenses, and program priority requests. The Capital Funds Budget Request totals \$53,390,181. This includes \$49,707,340 for regular capital projects and \$3,682,841 for capital renewal projects. Mr. Davidson moved to approve the FY 2006 Appropriated and Income Funds Budget Request and the FY 2006 Capital Budget Request. Dr. Dettro seconded the motion.

Roll was called and the vote was as follows:

Dr. Dettro	Yes
Mr. Davidson	Yes
Ms. Nimmons	Yes
Dr. Anderson	Yes

Motion carried.

4. Dr. Dettro moved to approve the Non-indentured Capital Reserves increases in Service Departments, Student/Staff Programs/Services, Auxiliary Enterprises - Other, Continuing Education (CC), and Reserve for Compensated Absences to retain working capital allowances and adequate funds for repair/replacement of equipment and/or relevant facilities and in accordance with Section V.G.5 of the Board of Trustees *Regulations* and Sections IV.A and IV.C of the University Guidelines 1982. Ms. Nimmons seconded the motion.

Roll was called and the vote was as follows:

Dr. Dettro	Yes
Mr. Davidson	Yes
Ms. Nimmons	Yes
Dr. Anderson	Yes

Motion carried.

5. Ms. Nimmons moved to approve the change order for the Elevator Contract which was approved on April 2, 2004. The change order is in the amount of \$62,013 (including \$18,381 contingency) which is necessary due to the unforeseen cost of drilling out the cylinder holes for the elevator shafts at all three locations. The new contract amount in the amount of \$310,000 (including \$40,925 contingency) is awarded to Otis Elevator company, Peoria, IL. Mr. Davidson seconded the motion.

Roll was called and the vote was as follows:

Dr. Dettro	Yes
Mr. Davidson	Yes
Ms. Nimmons	Yes
Dr. Anderson	Yes

Motion carried.

6. Dr. Dettro moved to approve the Memorandum of Understanding Agreement for Painters District Council \$58. Under this agreement, the union members will give up ten (10) minutes personal wash-up time each day, for each bargaining unit employee, in exchange for payment of three holidays that are currently observed without pay each year. There will be no increased costs to the University in exchange for a gain in productivity. Mr. Davidson seconded the motion.

Roll was called and the vote was as follows:

Dr. Dettro	Yes
Mr. Davidson	Yes
Ms. Nimmons	Yes
Dr. Anderson	Yes

Motion carried.

7. Mr. Davidson moved to approve the revision to the degree titles and administrative unit name. The following changes will become effective Fall, 2004:

Revision to Degree Titles

- The Board of Trustees B.A. will be renamed the “Board of Trustees B.A. in General Studies.”
- The B.A. and M.A. in Speech Communications will be renamed the “B.A. and M.A. in Communication Studies.

Revision to Administrative Unit Name

- The Department of Speech Communication will become the “Department of Communication Studies.”

Dr. Dettro seconded the motion.

Roll was called and the vote was as follows:

Mr. Davidson	Yes
Dr. Dettro	Yes
Ms. Nimmons	Yes
Dr. Anderson	Yes

Motion carried.

8. Mr. Davidson moved to approve the increase in fire protection paid to the City of Charleston for the purchase of a ladder fire truck. The University will pay to the City of Charleston for fire protection by \$35,228 annually. Of this amount, \$17,614 will come from the General Revenue funds, and \$17,614 will come from Bond Revenue funds. Ms. Nimmons seconded the motion

Roll was called and the vote was as follows:

Mr. Davidson	Yes
Dr. Dettro	Yes
Ms. Nimmons	Yes
Dr. Anderson	Yes

Motion carried.

Information Items

Campus Master Plan Update - Mr. Jeff Cooley prepared an update of the Campus Master Plan. On April 19, 1999, the Board of Trustees approved the Campus Master Plan (Plan) for Eastern Illinois University. The overall focus of the Plan is to enhance the quality of campus life in all its aspects, including academics, recreation, residential living and support services. The Plan includes a three-phase recommendation for future campus development. Phase I contains projects most urgently needed to serve campus operations. Phase II includes projects that are important to campus, but not as urgently needed as Phase I projects. Projects in the Ultimate Phase of the Plan are those that represent long-term needs for the improvement of campus.

Blair Hall Update – Mr. Cooley reported that Eastern received 21 proposals for the redesign of Blair Hall. Face to face interviews with at least three firms will begin around July 15 to review their criteria and expertise in working on renovation projects. Weekly meetings continue with the displaced Blair Hall occupants. A search for more permanent facilities has begun for the occupants of Buzzard House.

Summary of Purchases \$100,000 - \$249,000

<u>Vendor</u>	<u>Type of Purchase</u>	<u>Bids</u>	<u>Amount</u>
Otis Elevator Co.	Elevator upgrades in the Union,	4	\$247,987
	Physical Science & Fine Arts Center Buildings	87	
GE Medical Systems	HIPAA and FERPA compliant	6	\$126,164
Information Tech.	Electronic medical records and Practice management system.	64	

All purchases made due to Blair Hall fire:

Servpro	Professional disaster recovery *		\$220,480
	Services included initial stabilization of the facility and recovery of building contents		
Grunloh Construction, Inc.	Roof removal and gable-end stabilization		* \$89,783

NBD Interational, Inc. Professional disaster recovery services *
\$350,000

including the restoration and protection of University documents
(Not to exceed)

Update on North Central Association (NCA) – Dr. Shane Miller presented an update to the Board regarding the North Central Association (NCA) Accreditation process. The report is being organized around four different themes: tradition, community, value, and innovation. The steering committee will meet July 23 to start coalescing the five chapters written so far into a single document for the first draft. A second draft will be put together a week or so later. From September 7 to October 8, the third draft of the report will be made available to the entire campus. The self-study will be submitted to NCA in November 2004. The final report will be available on December 1, and the NCA Site Visit is scheduled for February 14, 2005.

Report from the University President

President Hencken reported that the University has won a number of recycling awards thanks to Allen Rathe and his work, and it is fitting that he won the Recycler of the Year Award.

President Hencken proudly reports that there are more applications for admissions to the University than at any time in the history of the University – 10,400 total. The freshman class is on target to enroll 1,850, which is the third largest freshman class in EIU history. However, EIU will see an increase in the enrollment for sophomore, junior, senior and graduate classes over the previous year.

President Hencken expressed appreciation for the accomplishments of Caleb Judy as Student Body President, and Bill Davidson as Student Trustee for the BOT. Caleb Judy will make a fine Ambassador from the United States in the Peace Corp.

Change in Summer Calendar – Dr. Blair Lord presented the Revised Structure of EIU's Summer Term. After discussion with campus constituencies, including formal votes of support by the Faculty Senate, the Council on Academic Affairs and the Council on Graduate Studies, a final recommendation was provided to Provost Lord in June 2004 and forwarded to President Hencken.

Briefly, the recommendation is to keep the current structure for Intersession but replace most course offerings in the 4-week-1, 8-week and 4-week-2 sessions with course offerings in a single 6-week session. An 8-week session with limited offerings will be provided for those graduate programs, cohort programs, School of Continuing Education offerings and other programs which either require non-standard date formats or cannot be successfully offered in the new 6-week format. Finally, to emphasize the change, the Summer sessions will be renamed Summer 4, Summer 6 and Summer Flex-8 (the term "flex" being short for "flexible dates," used to indicate that courses offered in this session will have a variety of begin and end dates.)

President Hencken introduced the EIU Debut Program which is given to each new student and their families entering the University during the summer.

Mr. Bill Davidson asked President Hencken what was the cause of the Blair Hall Fire. The Fire Marshall's report indicated that it was an unavoidable accident.

Report from the Board Chair

Dr. Anderson thanked Caleb Judy for serving as Student Body President, and expressed best wishes on behalf of the Board of Trustees to Caleb in his experiences in the Peace Corp.

Dr. Anderson presented Bill Davidson with a gift as a parting student member of the Board and thanked him for his service.

Report from Constituents

Student Body President – Caleb Judy

Mr. Judy presented a rough draft of the Dr. Martin Luther King tribute that he, Jeff Collier and Bev Cruse of Media Services put together. Ms. Cruse and Mr. Collier will be in charge of finishing the tribute. Hopefully, it will be completed and in the Union walkways by the Spring Semester. On Panther Service Day, eight houses were completed. Mr. Judy thanked Bev Cruse, Peggy Manley, CeCe Brinker, Alison Mormeno and Jessica Cado for helping finish the houses.

Student Board of Trustee Member – Bill Davidson

Mr. Davidson thanked the Board members for their help throughout the year. He expressed his gratitude to Eastern for the opportunities available to students.

Adjourn

Dr. Dettro moved to adjourn. Ms. Nimmons seconded the motion.

Roll was called and the vote was as follows:

Mr. Davidson	Yes
Dr. Dettro	Yes
Ms. Nimmons	Yes
Dr. Anderson	Yes

Motion carried.