

IV. ACTION ITEMS

A. **Approval of Minutes**

April 13, 2012 Board Meeting

## **B. Executive Session Minutes – Open Meetings Act**

Section 2.06(c) of the Open Meetings Act requires that the Board of Trustees review the minutes of all executive sessions at least semi-annually to determine whether the need for confidentiality still exists as to all or part of those minutes. Minutes of executive sessions, or portions thereof, which no longer require confidential treatment must be made available for public inspection.

In order to comply with this provision, Board Counsel is reviewing executive session minutes and will provide the Board recommendations as to whether or not all or part of those minutes should remain confidential.

C. FY13 Budget Approval and FY14 Budget Submission

EASTERN ILLINOIS UNIVERSITY

FY 2013 AND FY 2014

FINANCIAL PLANS

TABLE 1. SOURCE OF FUNDS FOR BUDGETED REVENUES

(All Amounts in Thousands)

FUND SOURCE	FY11 ACTUAL REVENUES	FY12 ESTIMATED REVENUES	FY13 BUDGETED REVENUES	FY13 VS FY12		FY14*		
				DOLLARS	PERCENT	BUDGETED REVENUES	DOLLARS	PERCENT
<b>OPERATING FUNDS:</b>								
Appropriated/Income Funds:								
A. State Appropriations	47,413.0	46,869.2	44,041.1	(2,828.1)	-6.03%	44,041.1	-	0.0%
B. Tuition and Fees	73,672.0	76,659.1	76,654.1	(5.0)	0.0%	77,704.7	1,050.6	1.4%
C. Waivers	(9,122.4)	(9,908.7)	(11,543.9)	(1,635.1)	16.5%	(11,543.9)	-	0.0%
Total Appropriated, Tuition and Fees	111,962.6	113,619.6	109,151.3	(4,468.2)	-3.9%	110,202.0	1,050.6	1.0%
Add: Fund Balance Carryforward	-	3,184.0	-	(3,184.0)	-100.0%	-	-	-
Total Appropriated, Tuition and Fees, Fund Balance	111,962.6	116,803.6	109,151.3	(7,652.2)	-6.6%	110,202.0	1,050.6	1.0%
Non-Appropriated Funds:								
A. Restricted								
1 Federal Financial Aid	16,717.9	16,482.9	16,044.8	(438.1)	-2.7%	15,563.4	(481.3)	-3.0%
2 Federal Grants & Contracts	3,400.7	3,349.5	3,332.8	(16.7)	-0.5%	3,232.8	(100.0)	-3.0%
3 State Grants & Contracts	2,808.7	1,453.9	1,446.7	(7.3)	-0.5%	1,403.3	(43.4)	-3.0%
4 Private Gifts, Grants, & Contracts	4,025.2	2,876.5	2,844.9	(31.6)	-1.1%	2,759.5	(85.3)	-3.0%
Subtotal Restricted Funds	26,952.6	24,162.8	23,669.1	(493.7)	-2.0%	22,959.0	(710.1)	-3.0%
B. Unrestricted								
1 Housing Operations	35,472.0	34,669.3	33,436.3	(1,233.1)	-3.6%	32,433.2	(1,003.1)	-3.0%
2 Student Unions	12,522.5	12,469.3	12,546.8	77.5	0.6%	12,170.4	(376.4)	-3.0%
3 Other Self-Supporting Activities	7,135.6	7,306.0	7,790.1	484.1	6.6%	7,556.4	(233.7)	-3.0%
4 Student Services	15,459.9	15,419.4	15,331.4	(88.0)	-0.6%	14,871.5	(459.9)	-3.0%
5 Indirect Costs	237.6	189.0	190.0	1.0	0.5%	184.3	(5.7)	-3.0%
6 Gifts, Grants, and Contracts	212.8	317.0	189.1	(128.0)	-40.4%	183.4	(5.7)	-3.0%
Subtotal Unrestricted Funds	71,040.3	70,370.0	69,483.7	(886.4)	-1.3%	67,399.2	(2,084.5)	-3.0%
Total Non-Appropriated Revenue	97,992.9	94,532.9	93,152.8	(1,380.1)	-1.5%	90,358.2	(2,794.6)	-3.0%
Add: Fund Balance Carryforward	10,767.8	12,431.1	14,491.3	2,060.2	16.6%	9,806.6	(4,684.6)	-32.3%
Total Non-Appropriated Funds	108,760.7	106,964.0	107,644.0	680.1	0.6%	100,164.8	(7,479.2)	-6.9%
Total Operating Funds	220,723.3	223,767.6	216,795.4	(6,972.2)	-3.1%	210,366.8	(6,428.6)	-3.0%
<b>CAPITAL FUNDS</b>								
A. State Appropriation--CDB (Doudna)	377.4	-	1,551.9	1,551.9	-	-	(1,551.9)	-100.0%
Total Revenues Budget	221,100.7	223,767.6	218,347.3	(5,420.3)	-2.4%	210,366.8	(7,980.5)	-3.7%

\* Note that FY14 Budgeted Revenues on Table 1 do not include \$10,553.6 mil in requested state funds for Program Priority Requests.

## C. FY13 Budget Approval and FY14 Budget Submission (Cont.)

TABLE 2. SUMMARY OF BUDGETED EXPENDITURES -- ALL FUNDS (All Amounts in Thousands)

Expenditure Class	FY11	FY12	FY13	FY13 VS FY12	FY14	FY14 VS FY13
	ACTUAL EXPENDITURES	ESTIMATED EXPENDITURES	BUDGETED EXPENDITURES	DOLLARS %	BUDGETED EXPENDITURES	DOLLARS %
Personnel Services	108,490.9	110,229.8	110,489.0	259.2 0.2%	111,783.8	1,294.7 1.2%
Compensated Absences	1,285.8	1,901.9	1,434.8	(467.1) -24.6%	1,187.8	(247.0) -17.2%
Social Security-Medicare	1,528.8	1,558.1	1,561.0	2.9 0.2%	1,580.6	19.6 1.3%
Group Insurance	2,410.7	2,375.0	2,410.6	35.6 1.5%	2,446.8	36.2 1.5%
Contractual Services	28,566.1	28,090.6	28,512.0	421.4 1.5%	28,939.8	427.7 1.5%
Contractual Budget Additions	0.0	3,184.0	0.0	(3,184.0) -100%	0.0	0.0
Travel	2,214.3	2,195.8	2,195.8	- 0.0%	2,208.0	12.3 0.6%
Commodities	5,388.8	5,280.7	5,359.9	79.2 1.5%	5,440.3	80.4 1.5%
Equipment	8,838.1	8,741.2	8,517.5	(223.7) -2.6%	8,386.8	(130.7) -1.5%
Operation of Automotive Equipment	400.3	398.4	404.4	6.0 1.5%	410.4	6.1 1.5%
Telecommunications	1,414.2	1,050.5	1,066.2	15.8 1.5%	1,082.2	16.0 1.5%
Permanent Improvements	22,726.1	16,482.0	16,034.7	(447.3) -2.7%	12,100.7	(3,934.0) -24.5%
Awards and Grants	21,582.7	20,846.9	22,385.7	1,538.8 7.4%	22,721.4	335.7 1.5%
Purchase for Resale	6,692.3	6,424.4	6,617.1	192.7 3.0%	6,815.6	198.5 3.0%
<b>Total--Operating Funds Expenditures</b>	<b>211,539.1</b>	<b>208,759.3</b>	<b>206,988.7</b>	<b>(1,770.6) -0.8%</b>	<b>205,104.3</b>	<b>(1,884.5) -0.9%</b>
<b>Capital Funds Expenditures:</b>						
Douha Equipment	377.4	-	-	- -	-	-
Douha Permanent Improvements	-	-	1,551.9	1,551.9 -	-	(1,551.9) -100%
<b>Total--All Funds Expenditures</b>	<b>211,916.5</b>	<b>208,759.3</b>	<b>208,540.6</b>	<b>(218.7) -0.1%</b>	<b>205,104.3</b>	<b>(3,436.4) -1.6%</b>

## C. FY13 Budget Approval and FY14 Budget Submission (Cont.)

TABLE 3. SUMMARY OF BUDGETED EXPENDITURES – STATE APPROPRIATED and TUITION INCOME FUNDS

Expenditure Class	FY11	FY12	FY13	FY13 VS FY12	FY14*	FY14 VS FY13
	ACTUAL EXPENDITURES	ESTIMATED EXPENDITURES	BUDGETED EXPENDITURES	DOLLARS %	BUDGETED EXPENDITURES	DOLLARS %
Personnel Services	81,851.4	84,306.9	84,306.9	-	85,209.0	902.0 1.1%
Compensated Absences	992.1	1,620.0	1,200.0	(420.0) -25.9%	1,000.0	(200.0) -16.7%
Social Security-Medicare	1,479.3	1,510.6	1,510.6	-	1,527.2	16.6 1.1%
Group Insurance	1,249.2	1,280.0	1,299.2	19.2 1.5%	1,318.7	19.5 1.5%
Contractual Services	9,541.0	9,827.2	9,974.6	147.4 1.5%	10,124.3	149.6 1.5%
Contractual Budget Additions		3,184.0	-	(3,184.0)		-
Travel	779.3	818.3	818.3	-	830.5	12.3 1.5%
Commodities	1,538.0	1,584.1	1,607.9	23.8 1.5%	1,632.0	24.1 1.5%
Equipment	2,854.3	2,997.0	2,773.3	(223.7) -7.5%	2,814.9	41.6 1.5%
Operation of Automotive Equipment	201.7	207.8	210.9	3.1 1.5%	214.0	3.2 1.5%
Telecommunications	611.8	630.2	639.6	9.5 1.5%	649.2	9.6 1.5%
Permanent Improvements	12,564.8	6,727.5	1,967.0	(4,760.5) -70.8%	1,996.5	29.5 1.5%
Awards and Grants	1,546.6	1,593.0	2,843.0	1,250.0 78.5%	2,885.6	42.6 1.5%
<b>Total-Appropriated Expenditures</b>	<b>115,209.5</b>	<b>116,286.6</b>	<b>109,151.3</b>	<b>(7,135.3) -6.1%</b>	<b>110,202.0</b>	<b>1,050.6 1.0%</b>

\* Note that FY14 Budgeted Expenditures in Table 3 do not include \$10,553.6 mil in requested state funds for Program Priority Requests.

## C. FY13 Budget Approval and FY14 Budget Submission (Cont.)

TABLE 4. SUMMARY OF BUDGETED EXPENDITURES -- NON-APPROPRIATED FUNDS

Expenditure Class	FY11	FY12	FY13	FY13 VS FY12	FY14	FY14 VS FY13
	ACTUAL EXPENDITURES	ESTIMATED EXPENDITURES	BUDGETED EXPENDITURES	DOLLARS %	BUDGETED EXPENDITURES	DOLLARS %
Personnel Services	26,639.5	25,922.9	26,182.1	259.2	26,574.8	392.7
Compensated Absences	293.7	281.9	234.8	(47.1)	187.8	(47.0)
Social Security-Medicare	49.5	47.5	50.4	2.9	53.4	3.0
Group Insurance	1,161.5	1,095.0	1,111.4	16.4	1,128.1	16.7
Contractual Services	19,025.1	18,263.4	18,537.4	274.0	18,815.5	278.1
Travel	1,435.0	1,377.5	1,377.5	-	1,377.5	-
Commodities	3,850.8	3,696.6	3,752.0	55.4	3,808.3	56.3
Equipment	5,983.8	5,744.2	5,744.2	-	5,571.9	(172.3)
Operation of Automotive Equipment	198.6	190.6	193.5	2.9	196.4	2.9
Telecommunications	802.4	420.3	426.6	6.3	433.0	6.4
Permanent Improvements	10,161.3	9,754.5	14,067.7	4,313.2	10,104.2	(3,963.5)
Awards and Grants	20,036.1	19,253.9	19,542.7	288.8	19,835.8	293.1
Purchase for Resale	6,692.3	6,424.4	6,617.1	192.7	6,815.6	198.5
<b>Total-Non-Appropriated Expenditures</b>	<b>96,329.6</b>	<b>92,472.7</b>	<b>97,837.4</b>	<b>5,364.7</b>	<b>94,902.3</b>	<b>(2,935.1)</b>
				<b>5.8%</b>		<b>-3.0%</b>

TABLE 5. FY14 OPERATING BUDGET AND PROGRAM PRIORITY REQUEST BUDGETS--STATE APPROPRIATED and TUITION INCOME FUNDS

Expenditure Class	ACADEMIC BASE SUPPORT		CENTER FOR LOCALLY SUSTAINABLE ENTREPRENEURSHIP (CLOSE)		DEFERRED MAINTENANCE		RECRUITMENT & RETENTION IN A DIVERSE LEARNING ENVIRONMENT		STUDENT SUCCESS WELLNESS CENTER		TECHNOLOGY ENHANCEMENTS		SUBTOTAL PPR'S		OPERATING BUDGET TABLE 3		TOTAL FY14 OPERATING BUDGET WITH PPR'S	
	960.0	-	170.0	-	-	-	360.0	724.6	635.0	-	-	-	2,849.6	85,209.0	88,058.6			
Personnel Services	-	-	-	-	-	-	-	-	-	-	-	-	-	1,000.0	1,000.0			
Compensated Absences	-	-	-	-	-	-	-	-	-	-	-	-	-	1,527.2	1,527.2			
Social Security -Pension Pickup	-	-	-	-	-	-	-	-	-	-	-	-	-	1,318.7	1,318.7			
Group Insurance	-	-	-	-	-	-	-	-	-	-	-	-	-	10,124.3	10,682.0			
Contractual Services	-	-	-	-	-	-	35.0	522.8	-	-	-	-	557.8	830.5	884.5			
Travel	25.0	-	2.0	-	2.0	7.0	20.0	-	-	-	-	-	54.0	1,632.0	2,374.0			
Commodities	50.0	20.0	2.0	-	2.0	-	70.0	-	-	-	600.0	-	742.0	2,814.9	4,812.1			
Equipment	250.0	285.0	3.0	-	3.0	-	59.3	-	-	-	1,400.0	-	1,997.3	214.0	214.0			
Operation of Automotive Equipment	-	-	-	-	-	-	-	-	-	-	-	-	-	649.2	658.8			
Telecommunications	-	-	0.6	-	0.6	-	9.0	-	-	-	-	-	9.6	1,996.5	5,474.9			
Permanent Improvements	-	-	-	-	-	-	1,978.4	-	-	1,500.0	-	-	3,478.4	2,885.6	3,750.6			
Awards and Grants	365.0	-	-	-	-	-	-	500.0	-	-	-	-	865.0	110,202.0	120,755.6			
<b>Total--PPR AND OPERATING</b>	<b>1,650.0</b>	<b>305.0</b>	<b>177.6</b>	<b>177.6</b>	<b>1,978.4</b>	<b>402.0</b>	<b>1,905.6</b>	<b>2,135.0</b>	<b>2,000.0</b>	<b>10,553.6</b>	<b>2,000.0</b>	<b>110,202.0</b>	<b>120,755.6</b>					

### C. FY13 Budget Approval and FY14 Budget Submission (Cont.)

(All Amounts in Thousands)

	FY13		FY14		FY14 VS FY13	
	BUDGETED	BUDGETED	BUDGETED	BUDGETED	DOLLARS	PERCENT
<b>REVENUES</b>						
Appropriated/Income Funds:						
A. State Appropriations (Base)	\$ 44,041.1	\$ 44,041.1	\$ -			0.0%
B. Tuition and Fees	76,654.1	77,704.7	1,050.6			1.4%
C. Waivers	(11,543.9)	(11,543.9)	-			0.0%
Subtotal Appropriation, Tuition, Fees, and Waivers	109,151.3	110,202.0	1,050.6			1.0%
Add: New State Funds Requested for PPR's	-	\$ 10,553.6	10,553.6			-
Total State Funds, Tuition, Fees, and Waivers	\$ 109,151.3	\$ 120,755.6	\$ 11,604.2			10.6%

	FY13		FY14		FY14 VS FY13	
	BUDGETED	BUDGETED	BUDGETED	BUDGETED	DOLLARS	PERCENT
<b>EXPENDITURES</b>						
Personnel Services	\$ 84,306.9	\$ 85,209.0	\$ 902.0			1.1%
Compensated Absences	1,200.0	1,000.0	(200.0)			-16.7%
Social Security-Medicare	1,510.6	1,527.2	16.6			1.1%
Group Insurance	1,299.2	1,318.7	19.5			1.5%
Contractual Services	9,974.6	10,124.3	149.6			1.5%
Travel	818.3	830.5	12.3			1.5%
Commodities	1,607.9	1,632.0	24.1			1.5%
Equipment	2,773.3	2,814.9	41.6			1.5%
Operation of Automotive Equipment	210.9	214.0	3.2			1.5%
Telecommunications	639.6	649.2	9.6			1.5%
Permanent Improvements	1,967.0	1,996.5	29.5			1.5%
Awards and Grants	2,843.0	2,885.6	42.6			1.5%
Total Appropriated/Income Fund Expenditures	\$ 109,151.3	\$ 110,202.0	\$ 1,050.6			1.0%

#### PROGRAM PRIORITY REQUESTS\*

Academic Base Support	\$ 1,650.0
Center for Clean Energy Research and Education	305.0
Center for Locally Sustainable Entrepreneurship	177.6
Deferred Maintenance	1,978.4
Improve Diversity in the Learning Environment	402.0
Student Success Center Enhancement	1,905.6
Student Wellness Center	2,135.0
Technology Enhancements	2,000.0
Total Program Priority Requests	\$ 10,553.6
<b>Total Expenditures</b>	<b>\$ 120,755.6</b>

\* in alpha not priority order

## C. FY13 Budget Approval and FY14 Budget Submission (Cont.)

### Eastern Illinois University FY 2014 Appropriated and Income Funds Budget Request

#### The Budget Process

Each year, Illinois public universities request increases to their appropriated and income funds budgets. The process typically follows this timetable:

- Operating and capital budget requests for the following fiscal year are sent to the Illinois Board of Higher Education (IBHE) by October 15.
- IBHE staff members meet in late October with each public university to discuss issues and priorities.
- The IBHE issues its recommendations to universities in early December. These recommendations are made available to the Governor's office.
- Eastern's recommended appropriation is published by the IBHE in late January.
- The Governor presents budget recommendations in the annual State of the Budget address, normally given in February.
- Universities prepare and submit Illinois State Legislature (ISL) forms to the General Assembly offices within 48 hours after the Governor's budget address.
- Universities provide testimony regarding their budget requests before the House and Senate Appropriations Committees in March or April.
- Eastern's appropriation bill is drafted in late April or early May.
- The General Assembly finalizes appropriations by the end of May.
- The Governor signs the appropriation bill on or about July 1.
- Funds are available to universities by early July.

#### Prevailing Economic Conditions

Economic predictions for Illinois continue to show weakness in the state's economy despite nearly three years of recovery. Unemployment currently remains at 8.8% and continues to be a major concern. In turn, an \$8.5 billion backlog of unpaid state bills continues to hinder job growth and economic activity. Increasing pension costs of \$5.1 billion in FY 2012, \$5.9 billion in FY 2013, \$6.1 billion in FY 2014, and \$6.5 billion in FY 2015 will absorb a large part of forecasted state revenue growth over the next few years.

An important determinant of the prospects for the Illinois economy is its demographic profile which is considerably weaker than the national average. Illinois population growth has been weakening steadily since 1992, reaching as low as 0.3% per annum, before reversing in 2006 to its present rate of 0.5%. By mid-decade, this rate is forecasted to fall back to 0.4% vs. a current 0.8% national average. (*CFGFA's 3-Year Budget Forecast FY 2013–FY 2015*, March 2012, pp. 5–6).

State revenues are expected to grow in part because of the enacted 2011 tax increase. The Illinois Commission on Government Forecasting and Accountability (CGFA) is estimating increases in state general fund revenues of \$598 million (1.8%) in FY 2013 and \$1.078 billion

### C. FY13 Budget Approval and FY14 Budget Submission (Cont.)

(3.2%) in FY 2014. These revenue increases will be applied to eliminate the structural deficits that have plagued the state since the reversals suffered by the 2007 recession. At June 30, 2011 the state had sustained a fund balance deficit of \$4.7 billion.

#### **State Funding, Tuition Rates, and Enrollment Assumptions**

EIU's state appropriation for FY 2013 is \$44,041,100, down 6.03%, a reduction of \$2,828,100 from its FY 2012 appropriation. For FY 2014 we have structured a budget request that anticipates no increase or decrease in state funding. (As of May 29, 2012, the state still owed the university approximately \$20 mil of its \$46.8 mil FY 2012 appropriation.)

A 3.72% tuition rate increase for new incoming freshmen and graduate students for FY 2013 was ratified by the EIU Board of Trustees at its February 2012 meeting. For FY 2014 we have tentatively forecasted a 3.0% tuition increase. The actual tuition increase for FY 2014 will be set in the spring of 2013, following analysis and recommendation by President's Council and ratification by the Board of Trustees. Tuition increases will be offset by the following expenditures on initiatives established for FY 2013 and FY 2014: \$1.5 mil in Access to Education Scholarships, \$500,000 in Academic Excellence awards, and \$1.2 mil in Panther Promise waivers. These awards are in addition to nearly \$10.3 mil in existing tuition waivers and a \$1.5 mil scholarship base.

These aggressive waiver and scholarship increases are indicative of how Eastern Illinois University is addressing the issue of 6 years of declining enrollments. Enrollment consultants are working with EIU admissions, financial aid, planning, and academic staff to quash the declines and move the university back to estimated full capacity at 11,600–11,800 students. In FY 2012 Eastern had headcount enrollments of 11,178. Bridging this approximate 500-student enrollment gap would generate a net increase of approximately \$6 mil in operating revenues. Under the principle of conservatism in budget development, for FY 2013 we have incorporated a 4% enrollment decline assumption; for FY 2014 we have incorporated a 3% drop. (In the event that these assumptions prove too conservative, funds will be directed to areas of academic mission priority to include infrastructure sustainment.)

These continuing economic challenges come at a crucial time for Illinois higher education in general and Eastern Illinois University in particular. Eastern's state general revenue funding (GRF) peaked in FY 2002. At that time, about two-thirds of Eastern's total appropriated/income funds came from GRF in the amount of \$55.3 mil, while the remaining one-third, \$26.7 mil, came from primarily tuition revenues. In FY 2012, Eastern's GRF appropriation in nominal terms is \$8.4 mil below FY 2002 levels. After adjusting for inflation, Eastern's state funding has been effectively reduced by \$24.9 mil since FY 2002.

It is within the context of these severe economic realities that Eastern's FY 2014 budget request is presented to the Board of Trustees for consideration. In the following pages, the various components of Eastern's operating and capital budget requests are identified and summarized. Funds appropriated through the operating budget request define Eastern's base budget on an on-going basis (available year after year) while capital funds are appropriated on a project-by-project basis and, once expended, do not remain in the university's budget.

## C. FY13 Budget Approval and FY14 Budget Submission (Cont.)

### Operating Budget Request

The FY 2014 budget request is built on a balanced-budget foundation assuming no increase or decrease in general revenue funds from the state. The university's income funds are projected using preliminary enrollment and tuition estimates, the details of which are outlined above. New general revenue funds are being requested through Program Priority Requests, which are targeted projects designed to support priorities that have been identified in the IBHE's *Public Agenda*, the university's strategic plan, and the criteria established in the performance-based funding initiative.

At this point in the budget cycle, we do not expect new general revenue funds to be forthcoming. However, should additional state funding materialize for FY 2014, these dollars would be used to moderate potential tuition increases and/or support the university's Program Priority Requests.

### I. FY 2014 Budget Recommendations

#### **Personnel Services—\$85,209,000**

Our FY 2014 request incorporates a 1.1% increase to the salary base. This increase will fund the university's continuing commitment to sustain faculty salaries and to address market and equity issues for other employees. We anticipate a further 1–2% reduction in staff and further erosion of discretionary reserves and fund balance for FY 2014, which moderates the projected increase in the salary base. Successor agreements for some collective bargaining units, including the faculty, have yet to be negotiated, so no reliable estimates for across-the-board salary increases can be provided at this time.

In the past few years, Eastern has tried to provide employees with modest salary increases (approximately 1.25–3.5%) that at least keep pace with inflation. Merit and market increases to supplement across-the-board increases have been relatively limited. Whenever possible, Eastern has reallocated funds to address the issue of employee groups whose salaries are below state and national averages.

#### *Faculty Salaries*

In FY 2011, Eastern negotiated a two-year agreement with the University Professionals of Illinois (UPI), the collective bargaining agent for faculty and academic support professionals. This agreement provided modest salary increases for faculty and has sustained the salary ranking of Eastern's faculty. According to the American Association of University Professors (AAUP), in FY 2012, Eastern's salaries for Professors, Associate Professors and Assistant Professors were all at the 60th percentile, when compared to all comprehensive Master's universities nationwide (*Academe*, "The Annual Report on the Economic Status of the Profession, 2011–12," Survey Report Table 9A, March–April 2012). In FY 1998, Eastern's salaries for the three professorial ranks were only at the 30th, 40th and 20th percentiles, respectively. Eastern's tenured and tenure-track faculty salaries also are now significantly above the mean when compared to a regional peer group. Competitive faculty salaries are essential to achieving the university's strategic objective of enhancing support for excellence in faculty scholarship and teaching. The current faculty agreement expires August 31, 2012.

## C. FY13 Budget Approval and FY14 Budget Submission (Cont.)

### *Civil Service Salaries*

According to IBHE data for FY 2011, Eastern's weighted average Civil Service salaries were \$41,965, compared with a state weighted average of \$43,759 for all public universities. It is our desire to maintain Eastern's Civil Service employee groups (Advanced Professional and Managerial, Beginning Professional and Managerial, Semi-Skilled Domestic, Medical, Clerical, Data Processing, Technical and Para-Professional) at competitive levels.

### *Administrative Salaries*

Several, but not all, of Eastern's administrative and other professional employees have salaries below national levels for similar public universities, according to the College and University Personnel Association (CUPA) Administrative Compensation Salary Survey.

### **Compensated Absences—\$1,000,000**

Compensated absence expenditures are a function of the volume of employees exiting the workforce. Payouts for unused accumulated vacation and compensable sick leave occur as a component of out-processing. FY 2012 has seen an exodus of 129 employees, approximately 8% of the full-time workforce. That unusually large reduction in force has been caused in part by anticipated reductions in pension benefits starting in FY 2013. In FY 2013 and FY 2014 we expect that the level of compensated absence payouts will substantially drop and revert to historic levels which have approximated \$1.1 mil per year for the past 12 years. The FY 2014 budget anticipates continuing reduction in sick leave payout eligibility and a normalization of retirements and other separations.

### **Social Security and Medicare—\$1,527,200**

For FY 2014, Eastern is proposing a 1.1% increase for Social Security and Medicare charges. This percentage increase represents a match of the requested FY 2014 1.1% increase to the salary base.

Eastern is required to contribute 1.45% of applicable wages to the Social Security/Medicare program for all employees hired after March 1986. While Eastern continues to employ individuals hired before March 1986, the number of Medicare exempt employees continues to decline.

### **Group Insurance—\$1,318,700**

This is the appropriated funds portion of \$1.7 mil in payments to Central Management Services for health insurance. This state funding mandate started in FY 2002.

### **Contractual Services—\$10,124,300**

\$5.5 mil of the contractual services budget encompasses utilities expense. \$250k is for fire protection services; \$900k is for computer software and data processing services; \$175k, auditing services; \$350k is for liability insurance; and \$850k is for computer management systems support. The remaining \$2.1 mil will be earmarked for only mission essential categories of expenditure.

Since utility costs are such a significant component of contractual services, the following table provides a summary of various utility rate and fuel price changes utilizing the most recent available data.

C. FY13 Budget Approval and FY14 Budget Submission (Cont.)

<b>Rate and Price Level Changes in Utility Prices</b>			
<u>Utility</u>	<u>Estimated FY12 Price</u>	<u>Estimated FY13 Price</u>	<u>FY13 Change In Price</u>
Natural Gas	0.80/therm	0.75/therm	6% decrease
Electricity	0.0899/KWH	0.0839/KWH	7% decrease
Fuel Oil	4.25/gal	4.50/gal	6% increase
Wood	48.23/ton	48.00/ton	1% decrease
Water	11.60/1,000 gal	12.00/1,000 gal	3% increase

Internal data from multiple year commodity contracts and utility providers

Predicting price and consumption changes in utility costs is more of an art than a science, especially in an environment of rapidly fluctuating commodity prices. Eastern has been very successful in its energy conservation efforts. The Renewable Energy Center continues in its successful commissioning and continues to switch between wood and natural gas.

Energy cost decreases are very unusual and the energy market has been moving in ways not seen in over a decade. We do not expect this to continue for the long term. We have not incorporated reduced cost assumptions into our utility budget analysis.

Eastern will continue to monitor utility costs and utilize the most efficient fuel sources available. Cost savings in utility funds, if any, will be used to offset budget shortfalls in other areas, and to fund energy management projects.

**Travel—\$830,500**

The travel budget at this level approximates the FY 2011 level as adjusted for inflation.

**Commodities—\$1,632,000**

Approximately \$850k of the commodities budget includes printing, office and library supplies. \$350k is for industrial and shop materials. This budget is largely static, with only minor inflation-related adjustments proposed.

**Equipment—\$2,814,900**

\$1,564,000 of this category is committed to library books as a fixed cost. \$550–750k has historically been expended on electronic data processing (EDP) equipment. There is flexibility in this expenditure category, in that certain equipment expenditures may be deferred.

**Operation of Automotive Equipment—\$214,000**

This category accounts for inflation-adjusted repairs and maintenance of automotive equipment.

**Telecommunications—\$649,200**

This category represents communications charges for the university as adjusted for a 1.5% inflation factor.

**C. FY13 Budget Approval and FY14 Budget Submission (Cont.)**

**Permanent Improvements—\$1,996,500**

This expenditure is for deferred maintenance, a fixed cost item, as adjusted for 1.5% inflation. (See Program Priority Request commentary on Deferred Maintenance funding.)

**Awards and Grants—\$2,885,600**

This category includes \$1.5 mil in Access to Education awards and \$500k in Academic Excellence awards.

**General Cost Increases and State Appropriation Funding Gap**

Although the university's general revenue (i.e., state tax funding) has not recovered to FY 2002 levels, general price levels have increased from 2002 to 2012 by more than 28%. This has left a state funding gap of over \$24.9 mil in inflation-adjusted dollars. The university is requesting a general cost increase of 1.5% for non-personnel operating costs during FY 2014, and an aggregate net 1% cost increase in the amount of \$1,050,600. (This does not include \$10,553,600 in Program Priority Requests.)

For FY 2013, current legislative budget proposals show that the university will have a 6.03% decrease (\$2,828,100) in state funding relative to FY 2012.

## C. FY13 Budget Approval and FY14 Budget Submission (Cont.)

### II. Program Priority Requests

Each year the university requests targeted funds for strategic initiatives. The following Program Priority Requests (PPRs) integrate the IBHE's *Public Agenda for College and Career Success*, the university's strategic plan adopted in FY 2012, and various criteria of the Performance Funding Model.

IBHE describes its *Public Agenda for College and Career Success* as “the pathway to one Illinois, where all residents have affordable access to high-quality educational opportunities that prepare them for the jobs of the present and the future.” The *Public Agenda* was developed at the direction of the General Assembly and was formulated through the “collaboration of literally hundreds of stakeholders in higher education” over a two-year period.

#### **The *Public Agenda*'s goals for Illinois higher education are:**

- a. Increase Educational Attainment
- b. Ensure College Affordability
- c. Address Workforce Needs
- d. Enhance Economic Growth

#### **The EIU Strategic Plan's Six Strategic Themes embrace the following:**

- a. Academic Excellence
- b. Global Competition and Changing Demographics
- c. Emerging Technologies
- d. Campus and Community Life
- e. Financial Sustainability
- f. Marketing and Communication

#### **Performance Funding Measures:**

In accordance with Public Act 97-320 (HB 1503), performance metrics accomplish the following:

- a. Reward performance of institutions in advancing the success of students who are:
  - Academically or financially at risk.
  - First generation students.
  - Low-income students.
  - Students traditionally underrepresented in higher education.
- b. Recognize and account for the differentiated missions of institutions of higher education.
- c. Focus on the fundamental goal of increasing completion.
- d. Recognize the unique and broad mission of public community colleges.
- e. Maintain the quality of degrees, certificates, courses, and programs.

The following Program Priority Requests, in support of the *Public Agenda*, the university's strategic objectives, and Performance Funding metrics are submitted to the Board of Trustees as part of the FY 2014 budget request.

C. **FY13 Budget Approval and FY14 Budget Submission (Cont.)**

**Academic Base Support—\$1,650,000**

This PPR provides academic base support to enable the university to recognize and enhance first-choice programs at the undergraduate and graduate levels. It supports Eastern’s Academic Excellence goal by aiding us to create a culture of rigor and to embed integrative learning opportunities systemically in our curricula. It also supports Illinois Public Agenda goals #1 and #3, which call on higher education institutions to increase educational attainment and the number and quality of post-secondary credentials.

In the strategic planning process, faculty, staff, and students established academic excellence as a key priority. One way to implement this directive and to enhance EIU’s academic reputation is to identify and support first-choice programs that offer students high-caliber learning opportunities, to apply what they learn, and to secure employment or further their education.

First-choice programs recruit students with exemplary credentials, attracting them because the programs have a proven reputation for:

1. Offering a cutting-edge curriculum designed to help students develop and refine the knowledge and skills demanded in the workplace;
2. Connecting them to faculty members known for their teaching, research/creative activity, and service;
3. Requiring them to work collaboratively with their peers and their teachers; and
4. Enriching their academic experience with a diverse array of opportunities that require them to apply, transfer, and reflect on what they learn in the classroom and outside of it, including research projects, internships and practica, study abroad, service learning, and so on.

These characteristics of first-choice programs, in turn, enable graduates to be strong competitors for jobs and graduate school placement.

The funds requested for this academic base support PPR would be directed at three key areas crucial to establishing first-choice programs: providing scholarships to the best students EIU can enroll; retooling curricula to systematically embed integrative learning opportunities and improve the skills employers demand, including communication and problem-solving skills; and provide individualized advising, tutoring, mentoring, research/creative activity, career counseling, and internship and job placement.

In addition to aiding EIU to create a culture of rigor and to enhance its reputation, this request supports *Illinois Public Agenda* goals and performance metrics that call on universities to increase educational attainment and the number and quality of post-secondary credentials.

**Academic Base Support Budget Detail:**

12 Faculty	\$ 800,000
4 Support Staff	160,000
Contractual Services (includes scholarships)	365,000
Commodities	50,000
Travel	25,000
Equipment	<u>250,000</u>
Total	<u>\$1,650,000</u>

## C. FY13 Budget Approval and FY14 Budget Submission (Cont.)

### **Center for Clean Energy Research and Education (CENCERE)—\$305,000**

Eastern Illinois University has established a Center for Clean Energy Research and Education (CENCERE) to integrate student learning with the newly constructed Renewable Energy Center and to provide more opportunities for faculty and students to be engaged in renewable energy research and education. Since its approval by IBHE in April 2011, CENCERE has received funding support from the Charleston Area Charitable Foundation and the National Science Foundation. A new graduate degree program, the Master of Science in Sustainable Energy, has been developed by CENCERE with 10 collaborating departments/schools across the university and is pending approval from IBHE. The university recently received a pledge of financial support from Charleston Area Charitable Foundation to help construct a research laboratory building with a renewable energy business incubator in FY 2013. Because of these initiatives, EIU is an emerging leader in biomass energy research and education in the State of Illinois.

To build a “go-to place” for biomass renewable energy research and education in the nation, this program priority request (PPR) asks for support of some immediate equipment needs by CENCERE. The equipment will be housed in a research building which is undergoing construction in FY 2013. The focus of the equipment expenditures will be for the analysis and testing of solid biomass fuels and ash, which are essential to support future research and development in the area of biomass energy by faculty and students. Typically, our private partners do not have the resources and ability to maintain sophisticated analytic instruments. Thus, the requested equipment will help EIU become a “go-to partner” for research and development in biomass renewable energy. The total amount for this request is \$305,000.

This PPR supports the goals established by IBHE’s Public Agenda as follows:

- **Increase Educational Attainment:** Students from all participating departments/schools will use the requested equipment. The equipment will directly benefit the undergraduate students in Alternative Energy and Sustainability concentration within Applied Engineering and Technology major, and interdisciplinary minor of Environmental Sustainability, as well as graduate students of Sustainable Energy.
- **Address Workforce Needs:** The new programs in energy and sustainability will prepare students to enter in the emerging field of renewable energy in the state.
- **Enhance Economic Growth:** Due to its large volume of annual biomass needs, the Renewable Energy Center at EIU is expected to become an economic engine to help create a biomass-driven economy in east central Illinois. With the requested equipment, CENCERE will be positioned to help propel the engine of biomass renewable energy.

C. **FY13 Budget Approval and FY14 Budget Submission (Cont.)**

**Center for Clean Energy Research and Education (CENCERE) - continued**

**Program Priority Request Budget for CENCERE**

Universal Testing Machine	\$ 85,000
Thermogravimetric Analysis (TGA)	60,000
Ash Fusion Determinator	45,000
Carbon Hydrogen Nitrogen Determinator	60,000
Moisture, VC and Fixed Carbon	35,000
Access. & Consumables—for Equipment	<u>20,000</u>
Total	<u><u>\$305,000</u></u>

C. **FY13 Budget Approval and FY14 Budget Submission (Cont.)**

**Center for Locally Sustainable Entrepreneurship (CLOSE)—\$177,600**

The Center for Locally Sustainable Entrepreneurship (CLOSE) at Eastern Illinois University serves as the interdisciplinary home for the facilitation of entrepreneurial education, research, and community partnerships. The focus of CLOSE is to prepare our students, through entrepreneurial education, research, and community partnerships to become leaders in social, economic, and environmental sustainability.

The mission and focus of the Center serve to support IBHE’s Public Agenda for College and Career Success in the areas of addressing workforce needs, and enhancing economic growth, by supporting and enhancing priorities for local sustainability, and for building connectedness to the community. By collaborating with the entrepreneurial community, students and faculty can become involved in theory-to-practice experiences such as internships, business plan competitions, and class projects that “partner” students with either early stage “start-ups” or established companies. The relationships with community partners such as the Service Core of Retired Executives (SCORE) chapter, facilitates ties to local businesses. CLOSE plays an important role in raising awareness of the critical impact of entrepreneurship on our economy and fostering collaboration among practitioners, researchers, students, and educators.

CLOSE also addresses Eastern Illinois University’s strategic plan in the area of academic excellence by offering a rich, interdisciplinary teaching/learning environment, fostering faculty-mentored undergraduate and graduate research, and offering experiential learning opportunities. The Center also addresses performance funding measures in that it can help advance the success of all students by engaging them with faculty through faculty-mentored research which has been shown to increase student retention rates (D.F. Brakke, M.L. Crowe, and K.K. Karukstis, “Perspectives: Reasons why deans and provosts (and presidents) should value, support, and encourage undergraduate research,” Council on Undergraduate Research, Quarterly, 30, 10–14, 2009).

**Operating Expenses (Year 1)**

Commodities:	\$2,000
Equipment:	2,500
Phone:	500
Travel:	1,500
<b>Total Operating:</b>	<b>\$6,500</b>

**Staffing**

Director of CLOSE:	\$ 135,000
11-month appointment Unit A, 50% release time	
Support Staff: 1 person	25,000–32,000
Distinguished Professor of Entrepreneurship: Currently in place	
<b>Total Year 1 Staffing:</b>	<b>\$160,000–\$167,000</b>

**Total Year 1: \$166,500–\$173,500**

C. FY13 Budget Approval and FY14 Budget Submission (Cont.)

**Center for Locally Sustainable Entrepreneurship (CLOSE) – continued**

**Operating Expenses (Year 2)**

Commodities:	\$2,000
Equipment:	3,000
Phone:	600
Travel:	2,000
<b>Total Operating:</b>	<b>\$7,600</b>

**Staffing**

Director of CLOSE:	\$138,000
Support Staff: 1 person	25,000–32,000
Distinguished Professor of Entrepreneurship:	Currently in place
<b>Total Year 2 Staffing:</b>	<b>\$163,000–\$170,000</b>

**Total Year 2: \$170,600–\$177,600**

## C. FY13 Budget Approval and FY14 Budget Submission (Cont.)

### **Deferred Maintenance—\$1,978,421**

The physical learning environment is critical to student retention. Many of our academic buildings are more than 50 years old. Many of our academic buildings still have their original HVAC, plumbing, electrical equipment, doors and windows. This funding request would increase the annual state appropriation for deferred maintenance to approach the annual recommended deferred maintenance target of 1.5% of the current replacement value (CRV) of campus buildings. EIU's FY 2012 CRV stood at \$419.9 mil. Therefore, an annual budget of \$6.29 mil is necessary to halt additional accumulation of deferred maintenance. (Note that this amount is simply to stop the growth of deferred maintenance. It will not reduce the present accumulated amount, which for FY 2012 at June 30, 2012, was estimated at \$147.5 mil, including utilities infrastructure systems.) Presently, the university is funded at 0.47% of CRV, or \$1.97 mil. This initiative requests that the annual funding level increase to 1.5% of CRV over three years (escalated at a rate of 6% per year). This level is in line with that of other higher education institutions that are considered to be "reasonably funded" for deferred maintenance.

One measure of deferred maintenance needs is called the Facility Condition Index (FCI) and is calculated by dividing the accumulated deferred maintenance by the replacement value (CRV). For FY 2012, the EIU FCI stands at 25% (\$104.7 mil divided by \$419.9 mil). An ideal target for higher education facilities is an FCI of 5% or less. An FCI greater than or equal to 15% is considered serious and indicative of a campus in poor condition. The university tracks and adjusts its estimate of the FCI on an annual basis. If funded, this PPR will help allow the university to gradually reduce the FCI over time.

During FY 2010, the university's students approved an increase in the Campus Improvement Fee because they recognize the importance of the condition of the facilities in their education. This increase will generate monies that can be used to renovate labs and classrooms in the Physical Science and Life Sciences Buildings and to partially support the construction of a new science building.

#### **Budget Detail:**

Contractual Services \$1,978,421

C. **FY13 Budget Approval and FY14 Budget Submission (Cont.)**

**Recruitment and Retention in a Diverse Learning Environment—\$402,000**

This request supports interrelated initiatives to improve the recruitment and retention of a diverse faculty, professional staff, and student body. It also reflects objectives that emerged through the recently completed strategic planning process. This planning process involved a cross-section of members of campus—faculty members, professional staff, students and members of the community—who considered how Eastern may enhance its efforts to respond to the changing demographics of Illinois college students and to prepare all students for global competition.

- Fund instructional materials and enrollment fees in higher education professional development seminars for faculty and staff participants in the University Professional Enrichment Program. This reinstated initiative fosters advancement opportunities for members of our campus, including members of groups who may be underrepresented in leadership positions.
- Design and deliver an enhanced dual career program for the spouses and partners of faculty and professional staff. This program supports the recruitment and retention of highly qualified faculty and professionals to a region of Illinois with increasingly fewer professional employment opportunities.
- Strengthen support services that serve students with significant personal and psychology issues and also those with disabilities.
- Reinstated support for two Visiting Distinguished Faculty Members or Visiting Distinguished Community Leaders who will enrich the campus climate with their knowledge and expertise on the issues affecting members of underrepresented and underserved groups.
- Design and pilot the Student Conflict Intervention teams and the Conflict Resolution Certificate Program for Students.
- Pilot incubator projects designed by student entrepreneurs that contribute to a richer campus climate that heightens student, faculty, and staff engagement and enhances services to members of underrepresented and underserved groups.

**Budget Detail:**

Personnel Services—faculty and professional staff	\$360,000
Contractual Services	35,000
Instructional materials, commodities	7,000
<b>Total</b>	<b>\$ 402,000</b>

## C. FY13 Budget Approval and FY14 Budget Submission (Cont.)

### **Student Success Center Enhancement—\$2,351,500**

#### Introduction and Mission

The Student Success Center (SSC) at Eastern Illinois University became fully operational in the fall of 2007. Planning and development of the SSC was supported by grants from the U.S. Department of Education Strengthening Institutions Program totaling ~\$2 mil.

The SSC mission contributes to a culture of success for students whose risk factors put them in jeopardy of leaving the university before achieving their academic and personal development goals. The SSC contributes positively to student retention and graduation rates and thereby the number of degrees awarded. Prior to the creation of the SSC, of the ~600–700 undergraduate students who went on academic warning (GPA < 2.0) each year, only 34% ever regained good academic standing. Now, of the ~500–600 students on academic warning who return to the university, 85–90% regain good academic standing within two semesters.

This Program Priority Request would augment the services of the SSC by:

- 1) Providing scholarships and programming that will enable it to expand student participation in the Summer Institute of Higher Learning, an academic “bridge” program designed to aid students in their transition to college;
- 2) Enhancing tutorial services to students who need assistance, particularly in courses with high failure rates. It thus supports the university’s goals to provide students with access and opportunity and to improve their retention and degree completion rates. It also supports Goal 1 of the Illinois Public Agenda, which calls on colleges and universities to increase the educational attainment of their students, recommending that they do so by developing strategies that will support student success and eliminate achievement gaps. This Program Priority Request also addresses performance funding metrics, advancing the success of students who are academically or financially at risk and increasing degree completion.

#### Activities

The Center is home to a set of programs all designed to improve the performance of at-risk students with the objective of enhancing retention and assuring graduation. Housed in a 6,000 square foot facility, the SSC provides both face-to-face and online services for students and faculty. The SSC also serves as a referral and coordinating hub for other student support services at the university (e.g. Writing Center, Reading Center, Athletics, Career Services, Counseling Center, Academic Advising, Disability Services, Minority Affairs, TRiO, Financial Aid, Registrar, and Health Services, etc.).

The SSC conducted 51 workshop and classroom presentations in AY 2011–12 reaching ~1,500 students. SSC podcasts have received over 10,000 views since their development in AY 2010–11. The Center also provided direct services to over 650 students who attended multiple appointments.

## C. FY13 Budget Approval and FY14 Budget Submission (Cont.)

### **Student Success Center Enhancement – continued**

The heart of the Center’s programming is a mandatory one-credit intervention course—EIU 2919, Strategies for Academic Success—for students who go on academic warning. During AY 2011–12, 23 sections of the course were offered with 460 students enrolled (478 students enrolled in AY11). Additionally, the SSC provides individualized consultations for students who are referred to the Center or who self-refer for assistance with time management, test-taking, study habits, note-taking, goal setting and faculty relations.

The virtual SSC is a parallel online presence and is a “one-stop shop” for students and faculty to access the tools needed to be successful in college. The online presence provides support for students who need referrals to specific programs already in place throughout the campus. The virtual SSC also maintains campus-wide tutoring and workshop schedules and a variety of resources developed to aid students in developing successful classroom and study strategies.

Additionally, the Center provides mandatory, targeted interventions for students reinstated to the university following academic dismissal. Students who meet regularly with SSC staff and follow through on recommendations are successful in regaining good standing either the semester they return or the subsequent semester.

A new initiative of the SSC for 2012 is the Summer Institute of Higher Learning (SIHL). The SIHL provisionally admits students to a highly structured five-week intensive academic program. Successful completion of the program results in full admission status for fall semester. Fifty-three new freshmen students have been admitted to the program for 2012. The SIHL enrolls students in two required general education courses that count toward graduation. Participants also attend biweekly SSC seminars that focus on transitional issues and programming that links students to all support services on campus. Incremental program costs for faculty, staff, peer leaders, housing, activities and field trips for each 20 SHIL students is approximately \$45,000.

This Program Priority Request focuses on the expansion of SSC programming that has already proved to be successful in both retaining and recruiting students to the university:

- Expand the Summer Institute of Higher Learning student enrollment to 250 students and provide \$1,000 institutional scholarships to each student to address access and affordability. The increased incremental program cost would be \$450,000 and scholarships would be \$250,000.
- Develop a summer program for high school juniors that would facilitate their matriculation to the university and allow them to accumulate college credits toward a degree. The program would acquaint 250 specially selected students to a college campus and all that EIU has to offer (academics, athletics, Student Success Center, Writing Center, Reading Center, Career Services, Counseling Center, Disability Services, Financial Aid, and Health Services) as their first choice. Incremental program costs would be similar to those in the SIHL totaling \$495,000. An additional \$250,000 would make the program more affordable by underwriting housing and other support services

## C. FY13 Budget Approval and FY14 Budget Submission (Cont.)

### Student Success Center Enhancement – continued

costs. If all students were to choose EIU as incoming freshmen, more than \$3,000,000 would be realized the first year.

- Expand departmental tutoring and online support to increase academic performance and retention of students. To expand the program to 15 academic departments with 20 hours per week of tutoring per department for 32 weeks at a rate of \$10 per hour for tutors would require an additional \$96,000. Providing an additional 2,000 hours of online tutoring would cost an additional \$40,000. Face-to-face tutoring and online tutoring are highly effective in retaining students.
- Extend the program of Supplemental Instruction (SI) currently in place in the School of Business to other critical areas of the campus. SI is an academic assistance program that utilizes proven peer-assisted study sessions. The sessions are facilitated by SI leaders: students, who have previously done well in the course, attend all class lectures, take notes, act as model students, and conduct discussion sessions. This enhancement adds 10 sections of SI in historically challenging “gateway” courses in math and science. An SI coordinator would develop and oversee programming, training of SI leaders and track program data. SI Coordinator salary and program costs would be approximately \$40,000 and SI leader costs would be \$12,800 (20 SI leaders at 2 hours per week for 32 weeks paid \$10 per hour). SI is tied to academic success and retention.

#### Staffing

Current SSC staffing includes two professional staff, six graduate assistants, and 4 interns. The FY12 adjusted personnel services budget is \$152,906. To support the proposed program enhancements, 1 additional professional staff (SI coordinator), 1 clerical staff, and 4 additional graduate assistants (summer only) are required at an annual cost of \$83,860.

#### Operational Costs

The current non-personnel operating budget of the SSC is \$35,000. Expanding academic year programs and services as described above requires additional base support in the amount of \$188,800. Enhancing summer programs and services requires an additional \$1,445,000 with student program fees generating approximately \$1,000,000.

All of these program enhancements address student retention and graduation.

## C. FY13 Budget Approval and FY14 Budget Submission (Cont.)

### **Student Wellness Center—\$2,135,000**

There is a need to create a Student Wellness Center to help develop and sustain a comprehensive, systematic, and proactive approach in enhancing students' safety and wellbeing, academic and personal attainment, and retention and graduation rates.

#### Background and Trends

Eastern Illinois University has seen significant increases in the number of students experiencing serious psychological and mental health challenges characterized by such symptoms as anxiety, depression, sleeping and eating disorders, self-harm, and suicidal ideation. Recent data collected indicated that 82% of students surveyed felt that such symptoms interfered in a significant adverse manner with their performance at the university. During the past three years, mental health appointments have increased by approximately 35% (Health Service and Counseling Center) and emergencies have increased by a staggering rate of more than 200%. Similarly, the number of students withdrawing from the university as a result of severe psychological and physical medical consequences has increased approximately 24% during the same timeframe.

The national trends, as reported in the article titled "The State of Mental Health on College Campuses," reported that 91% of directors surveyed indicated that the trend toward greater numbers of students experiencing severe psychological problems continues on their campuses (American Psychological Association, 2012). The American Psychological Association notes that in addition to improving academic and personal attainment as well as increasing retention and graduation rates, strong mental and behavioral health resources can enhance the quality of campus life. Nearly 60% of clients surveyed indicated that mental health services helped them remain in school. Data collected at Eastern Illinois University is even more compelling with nearly 90% of students surveyed indicating that mental health services helped them remain at the university.

#### Program Priority Goals

This Program Priority Request would assist Eastern Illinois University in addressing the Illinois Public Agenda in the area of increasing the educational attainment of students as well as the university's strategic plan, specifically improving academic excellence and campus and community life. This Program Priority Request also addresses performance funding metrics including advancing the success of students who are academically or financially at risk and increasing degree completion.

#### Initiatives and Expenses

Specific initiatives of the EIU Wellness Center will be directed at creating and sustaining a healthy campus through such methods as:

- Develop a campus-wide collaborative organization (\$25,000);
- Create a Crisis Counselor with support staff to effectively respond to severe psychological and mental health behaviors (\$125,000);

## C. FY13 Budget Approval and FY14 Budget Submission (Cont.)

### **Student Wellness Center – continued**

- Hire a Case Manager to effectively monitor and track increasingly complex psychological and mental health issues (\$125,000);
- Hire an Advanced Practice Nurse with a specialization in complex psychiatric pathologies and support staff (\$60,000);
- Hire a Psychiatrist to counsel students and monitor prescription medications (\$125,000);
- Engage a Wellness Outreach Coordinator with support staff to enhance marketing, outreach, and educational programming (\$125,000);
- Increase psychological and mental health services by adding a Counselor (\$50,000); and
- Expand facilities to accommodate quiet confidential space for counseling sessions (\$1,500,000).

**C. FY13 Budget Approval and FY14 Budget Submission (Cont.)**

**Technology Enhancements—\$2,000,000**

Three compelling mandates support this funding request: the elimination of a repeated audit finding requiring an off-site data security center for disaster recovery; the creation of a virtual desktop infrastructure; and increasing the density of campus wireless access points.

For several years, the Office of the Auditor General has cited EIU for not having a backup site for its data center. The only affordable move thus far towards remedying this situation has been to find space in existing buildings on campus to house backup data disks (SAN) connected to the main data center via fiber cables. A facility off-campus however would be more desirable. The space would require new computing and network equipment (redundant switches, servers and SAN disks) and an electrical and HVAC upgrade to handle the load. In addition, a backup generator would also be a requirement for a practical fallback site.

This funding request would also support the creation of a virtual desktop infrastructure (VDI). VDI would enable the university to host desktop operating systems within a virtual machine running on servers housed within the ITS data center. Students, faculty and staff would be able to access their virtual desktops at any location or using any machine, always receiving the same experience.

Demand for multimedia-capable high-speed network access for students in classrooms, labs and residence halls continue to grow rapidly. In its current configuration, the academic wireless network in the buildings will not be able to sustain more than two classrooms per access point. The density of the existing access points will need to be quadrupled to meet the anticipated classroom demand.

**Budget Detail:**

Commodities	\$ 600,000
Equipment	<u>1,400,000</u>
<b><u>Total Budget</u></b>	<b><u>\$ 2,000,000</u></b>

C. **FY13 Budget Approval and FY14 Budget Submission (Cont.)**

**Eastern Illinois University  
FY 2014 Budget Request  
Capital Budget Summary**

Rank Regular Capital Projects

1	New Science Building	\$ 101,946,600
2	Rehabilitate Life Science/Coleman HVAC and Plumbing, Escalation costs	1,024,700
3	Repurpose Steam Production Facilities	26,771,900
4	Old Main Ceiling Asbestos Abatement	3,754,200
5	Fire Alarm Upgrades	3,482,800
6	Upgrade Utilities Infrastructure	25,875,800
7	Environmental Health & Safety	3,173,400
8	Old Main Exterior Restoration	1,647,900
9	Upgrade Electrical Building Distribution	5,137,100
10	Rehabilitate Klehm Hall HVAC and Plumbing	2,436,200
	Total, Regular Capital Projects	<u>\$ 175,250,600</u>

Capital Renewal Projects

1	Emergency Generator, Physical Science	656,300
2	Replace Reheat Coils, Physical Science and Klehm Hall	1,129,800
3	Replace Campus Compressed Air Distribution Piping	334,500
4	Upgrade Electrical, Life Science	250,900
5	Upgrade Electrical, Physical Science	536,800
	Total, Capital Renewal Projects	<u>\$ 2,908,300</u>

Total Capital Budget Request \$ 178,158,900

**C. FY13 Budget Approval and FY14 Budget Submission (Cont.)**

**Eastern Illinois University  
FY 2014 Capital Budget Request**

Capital budget funds are requested in two main categories, regular capital and capital renewal. Regular capital projects are larger in scope and are often phased over several years. Regular capital funds can be requested for planning, site improvements, land acquisitions, utilities, construction, remodeling, and moveable equipment. Capital renewal projects are hybrids between a capital construction request and controlled maintenance. Capital renewal projects are usually focused on one particular building system in an attempt to renovate the system without significantly changing the programs in the building. For FY 2014, Eastern proposes the regular capital and capital renewal projects listed below.

### C. FY13 Budget Approval and FY14 Budget Submission (Cont.)

Eastern Illinois University  
Scope Statement  
Category: Planning & Construction

New Science Building (Planning & Construction) – Project Number 2014–1      **\$ 101,946,600**

The recently updated Campus Master Plan identifies the need for a new science building. The recommendation was based on analysis of existing science facilities and the overall demand these departments place on the physical infrastructure. In addition, it was recognized that these academic departments demonstrated a serious space deficiency and are often challenged to provide instruction to students that is representative of current academic and industry practices.

The Campus Master Plan identifies a building site that is on property currently owned by the university. Planning and design costs are estimated to be about \$12.0 mil and construction costs for approximately 104,300 NASF are estimated to be about \$79.9 mil. These estimates do not include the costs of equipment for the new building.

The need for a new building is predicated, in part, on an aged 77,600 NASF 1938 Physical Science structure with inadequate ceiling heights that inhibit proper ventilation needs. Once the chemistry labs are relocated to the new facility the existing structure will be repurposed to accommodate Geology/Geography, Physics, Psychology, and Nursing programs that require a lesser degree of ventilation needs.

Additionally, the Life Science building was constructed in 1963 and consists of 66,800 NASF. It does not have adequate lab spaces for modern biology instruction and research needs. Once Life Science is relocated to the new facility, the existing structure will be repurposed to house other departments with less special ventilation needs. Specifically, the Economics, Political Science, and Mathematics and Computer Science departments will be relocated from overcrowded Coleman Hall and Old Main buildings.

The new facility will house the biology and chemistry departments and include teaching and research laboratories, general classroom space, greenhouse and exterior plant biology facilities. It will contain building equipment and systems to provide adequate ventilation, fume control, plumbing, hazardous waste control, lighting, and sound control necessary for a 21<sup>st</sup>-century science lab facility. The building will be constructed with appropriate floor-to-floor heights for the installation of mechanical, electrical and plumbing systems to service these departments. In addition, the building would centralize animal care facilities, presently housed in two campus buildings, to better maintain and efficiently house important living subjects.

In support of the campus vision of highly effective, high performance buildings additional effort in the area of energy efficiency and environmental stewardship is required. Design features resulting in building operational performance approaching near ‘net zero’ must be a part of the base philosophy. It is especially important in wet lab science buildings where approximately 70% of the life cycle operational cost are utilities driven. For the Eastern Illinois University

### C. FY13 Budget Approval and FY14 Budget Submission (Cont.)

#### New Science Building (Planning & Construction) – Project Number 2014–1 – continued

project, budget allowances for optimized ventilation, tapping distributed heating and cooling, geothermal-based heating and cooling, exhaust heat recovery, passive solar, light harvesting, PV arrays, green roofs, rainwater harvest, grey water recycling, wind energy and architectural shading features have now been included and will therefore be considered as base infrastructure requirements. The additional cost to support energy efficiency aspects of the building project are not included in the requested amount but will be requested in future years along with the moveable equipment request.

Budget Details: See Table C104 on following pages.

Note that Table C104 does not include approximately \$10 mil in estimated equipment costs for the new building.

C. FY13 Budget Approval and FY14 Budget Submission (Cont.)

New Science Building (Planning & Construction) – Project Number 2014–1 – continued

TABLE C104

BUDGET YEAR BUILDING BUDGET ESTIMATION FORM

**FISCAL YEAR 2014**

CAPITAL REQUEST

PROJECT NAME New Science Building

(IN THOUSANDS OF DOLLARS)

SPACE TYPE	NASF	MULTIPLIER FACTOR	GSF	FY2014 \$/GSF	COST
Instructional lab (wet)	46,107	1.64	75,615	299.42	\$ 22,640.6
Research lab (wet)	25,548	1.67	42,665	396.60	16,920.9
Offices	15,503	1.7	26,355	261.66	6,896.0
General	1,650	1.9	3,135	302.12	947.1
Support	3,316	1.2	3,979	236.07	939.3
General Classrooms	7,800	1.5	11,700	252.75	2,957.2
Special Use (greenhouse)	4,350	1.8	7,830	252.89	1,980.1
1) BASE TOTAL	104,274		171,279		\$ 53,281.2
<b>2) ADDED COSTS:</b>					\$ 11,472.5
a) <b>Historic Preservation Considerations:</b> _____.					\$
b) <b>Green Building Design/LEED Certification Level</b> <u>Silver</u> <b>(Cert., Silver, Gold, Platinum)</b> <b>(Please use 6% of Base Total to estimate the cost of LEED design.)</b>					\$ 3,196.9
c) <b>Other Energy Efficiencies.</b> <u>Near Carbon Neutral Features</u> .					\$ 8,275.6
3) BASE COST					\$ 64,753.7
4) ADD ESCALATION COST: (See Below) <b>(Statewide Average: 2.7 percent per year, or 0.225 percent per month from base to bid date; or Rockford 13.0 % per year, 1.083 % per month; Collar Counties 20.0 % per year, 1.667 % per month; Chicago 17.0 % per year, 1.417% per month.) (Beyond 1 year, use statewide average 0.25 % per month.)</b> Expected Bid Date: _____ Number of Months to Bid Date <u>36</u>					\$ 5,245.0
5) ESCALATED BUILDING BUDGET (BASE PLUS ESCALATION)					\$ 69,998.7
6) ADD 10% FOR CONTINGENCIES					\$ 6,999.9
<b>SUBTOTAL, BUILDING BUDGET</b>					\$ 76,998.6

C. FY13 Budget Approval and FY14 Budget Submission (Cont.)

New Science Building (Planning & Construction) – Project Number 2014–1 – continued

TABLE C104

BUILDING BUDGET ESTIMATION FORM (CONTINUED)

PROJECT NAME New Science Building

ADDITIONAL BUDGET ADDS:		
1) A/E FEES	<u>10% *</u>	\$ 7,699.9
ON-SITE OBSERVATION:		
NUMBER OF MONTHS	<u>42</u>	500.0
DAYS PER WEEK	<u>5</u>	
2) REIMBURSABLES (5% of A/E fees unless better estimate available)		\$ 385.0
3) CDB CONSTRUCTION ADMINISTRATION FEE (3%)**		\$ 2,678.1
4) OTHER ADDS	<u>Tie into current utility infrastructure.</u>	\$ 3,300.0
5) ART IN ARCHITECTURE (As Applicable) -- ONE-HALF OF ONE PERCENT		\$ 385.0
<b>SUB-TOTAL, BUDGET ADDS</b>		\$ 14,948.0
<b>TOTAL, BUILDING BUDGET</b>		\$ 91,946.6

OTHER:

PROVIDE AN ESTIMATE OF ANNUAL STATE SUPPORTED

OPERATIONS AND MAINTENANCE EXPENSE	TOTAL	\$ 1,898
Number of additional staff: <u>8.5</u>	Salaries and Related	501
	Utilities	785
	Repairs and Maintenance	773
	All Other	

PROVIDE AN EXPLANATION OF ALL DEVIATIONS FROM COST GUIDELINES

Near Carbon Neutral Features; Solar PV; Wind; Grey water capture; bio-swale; displacement ventilation; daylight harvesting; heat recovery, geothermal HP; fume hood optimization; green roofs; rain harvesting

SOURCE OF COST ESTIMATE

NAME OF PERSON TO CONTACT FOR FURTHER INFORMATION

Gary Reed

PHONE NUMBER

(217) 581-3520

\* The Capital Development Board's Centralized Fee Negotiation Professional Services and Fees Handbook, (March 2009), provides guidance in developing the budget for A/E fees.

\*\* If adding CDB Construction Administration Fee, Public Act 93-0032 increased the fee from 1.5% to 3.0% effective July 1, 2003.

C. **FY13 Budget Approval and FY14 Budget Submission (Cont.)**

Eastern Illinois University

Scope Statement

Category: Remodeling and Rehabilitation – Escalation Costs

Rehabilitate Life Science /Coleman HVAC and Plumbing – Project Number 2014–2 **\$1,024,700**

*This project was approved in FY 2010 but not funded. This request is to recognize the inflation needs for the project from the original request date.*

The HVAC systems in the Life Science building (1963), the Life Science Annex building (1964), the Coleman Hall East building (1965) and the Coleman Hall West building (1968) are original equipment and are failing to provide adequate levels of comfort in seasonal service. Air handling units that fail to deliver acceptable indoor air quality compromise the normal delivery of education to our students. In addition, poor temperature control and air delivery are energy inefficient. Also, the building heating and chilled water distribution systems have experienced numerous leaks due to internal and external corrosion and thinning of pipe wall thickness. The deterioration has made the piping systems virtually impossible to repair due to insufficient pipe material remaining to thread. During the past several leak events, faculty offices had to be evacuated and important academic work interrupted. In the event of longer-term system outages, research occurring in the Life Sciences complex could be compromised. The building infrastructure requires an entire mechanical upgrade.

This project would replace the ventilation units, air handling units and cooling and heating coils throughout the structure. Temperature control instrumentation would be updated to deliver precise control at optimum energy efficiency. The hot and cold domestic water distribution piping would be replaced to eliminate further system leaks.

SUMMARY OF PROJECT COSTS:

Construction	\$4,235,500
Escalation (12 months @ 0.225% per month)	114,400
Contingency (10%)	435,000
 Construction Budget including contingency	 \$4,784,900
 A&E Fees (10%)	 \$478,500
On-Site Observation	65,000
Reimbursable	35,000
Asbestos	250,000
 Project Budget	 \$5,613,400
 CDB Fee (3%)	 \$168,400
TOTAL Project Budget	\$5,781,800
Amount appropriated for FY10	\$4,757,100
Escalation request	\$1,024,700
Estimate Provided by Gary Reed, Director, Facilities Planning and Management, Eastern Illinois University.	

**C. FY13 Budget Approval and FY14 Budget Submission (Cont.)**

Eastern Illinois University  
Scope Statement  
Category: Utilities

Repurpose Steam Production Facilities – Project Number 2014–3 **\$26,771,900**

With the commissioning of the new Renewable Energy Center, steam production capability will no longer be available from the current steam plant location. The operating permit for the campus steam facilities will be assigned to the new production site, and the operating equipment will be decommissioned. The building shell, besides being on the Illinois Historic Preservation listing, is in serviceable structural condition. In addition, its strategic mid-campus location lends itself nicely to being repurposed into a different service use.

This project will correct deferred maintenance issues that exist on the building shell and within the building infrastructure and will repurpose the interior. A recent update to the Campus Master Plan identifies the repurposed space along with an addition to function as a new one-stop location to house various student support and technology services. Interior space allocation will be constructed to provide two floors of accessible usable office and attendant areas within the existing building footprint, supported by efficient heating, cooling, lighting, and life safety services. Included within this project scope will be exterior landscape improvements and parking features making the end result an inviting, efficient and effective facility for the campus.

Estimate Provided by Gary Reed, Director, Facilities Planning and Management, Eastern Illinois University.

Budget Details: See Table C104 on following pages.

C. **FY13 Budget Approval and FY14 Budget Submission (Cont.)**

Repurpose Steam Production Facilities – Project Number 2014–3 continued.

TABLE C104

BUDGET YEAR BUILDING BUDGET ESTIMATION FORM  
NAME OF UNIVERSITY AND CAMPUS

**IBHERAMP FISCAL YEAR 2014**  
CAPITAL REQUEST  
PROJECT NAME Repurpose Steam Plant

(IN THOUSANDS OF DOLLARS)

SPACE TYPE	NASF	MULTIPLIER FACTOR	GSF	FY2014 \$/GSF	COST
Instructional lab (dry)	516	1.64	846	299.42	\$ 253.3
Offices	37,284	1.7	63,383	261.66	16,584.8
General	300	1.9	570	302.12	172.2
Support	8,138	1.2	9,766	236.07	2,305.5
1) BASE TOTAL	46,238		74,565		\$ 19,315.8
<b>2) ADDED COSTS:</b>					\$ -
a) Historic Preservation Considerations: _____.					\$
b) Green Building Design/LEED Certification Level _____ (Cert., Silver, Gold, Platinum) (Please use 6% of Base Total to estimate the cost of LEED design.)					\$ -
c) Other Energy Efficiencies: _____.					\$ -
3) BASE COST					\$ 19,315.8
4) ADD ESCALATION COST: (See Below) (Statewide Average: 2.7 percent per year, or 0.225 percent per month from base to bid date; or Rockford 13.0 % per year, 1.083 % per month; Collar Counties 20.0 % per year, 1.667 % per month; Chicago 17.0 % per year, 1.417% per month.) (Beyond 1 year, use statewide average 0.25 % per month.) Expected Bid Date: _____ Number of Months to Bid Date <u>36</u>					\$ 1,564.6
5) ESCALATED BUILDING BUDGET (BASE PLUS ESCALATION)					\$ 20,880.4
6) ADD 10% FOR CONTINGENCIES					\$ 2,088.0
<b>SUBTOTAL, BUILDING BUDGET</b>					\$ 22,968.4

**C. FY13 Budget Approval and FY14 Budget Submission (Cont.)**

Repurpose Steam Production Facilities – Project Number 2014–3 continued.

TABLE C104

BUILDING BUDGET ESTIMATION FORM (CONTINUED)

PROJECT NAME Repurpose Steam Plant

ADDITIONAL BUDGET ADDS:		
1) A/E FEES	<u>10%</u> *	\$ 2,296.8
ON-SITE OBSERVATION:		
NUMBER OF MONTHS	<u>24</u>	240.0
DAYS PER WEEK	<u>5</u>	
2) REIMBURSABLES (5% of A/E fees unless better estimate available)		\$ 114.8
3) CDB CONSTRUCTION ADMINISTRATION FEE (3%)**		\$ 772.0
4) OTHER ADDS	_____	\$
5) ART IN ARCHITECTURE (As Applicable) -- ONE-HALF OF ONE PERCENT		\$ 114.8
<b>SUB-TOTAL, BUDGET ADDS</b>		\$ 3,538.5
<b>TOTAL, BUILDING BUDGET</b>		\$ 26,506.9

PROVIDE AN ESTIMATE OF ANNUAL STATE SUPPORTED OPERATIONS AND MAINTENANCE EXPENSE	TOTAL	\$ 638
Number of additional staff: <u>2</u>	Salaries and Related	<u>114</u>
	Utilities	<u>385</u>
	Repairs and Maintenance	<u>139</u>
	All Other	_____

NAME OF PERSON TO CONTACT FOR FURTHER INFORMATION Gary Reed

\* The Capital Development Board's Centralized Fee Negotiation Professional Services and Fees Handbook, (March 2009), provides guidance in developing the budget for A/E fees.

\*\* If adding CDB Construction Administration Fee, Public Act 93-0032 increased the fee from 1.5% to 3.0% effective July 1, 2003.

**C. FY13 Budget Approval and FY14 Budget Submission (Cont.)**

Eastern Illinois University  
Scope Statement  
Category: Safety

Old Main Ceiling Asbestos Abatement – Project Number 2014–4 **\$ 3,754,200**

Old Main is the oldest historical structure on campus and houses administrative offices and classroom spaces. Significant parts of the main corridor ceilings and the entire ceiling above the university’s business office are the original plastered construction. These surfaces are deteriorating and are structurally unstable. This plaster has been determined to be an asbestos-containing surfacing material and is in damaged condition. This proposed project would rebuild these surfaces to mitigate the asbestos exposure risk and to ensure the continued health and safety of occupants. The method of achieving the asbestos abatement project in the business office would be to construct a permanent barrier above the existing floor during the abatement project.

**SUMMARY OF PROJECT COSTS:**

Construction	\$2,665,900
Escalation (12 months @ 0.225% per month)	72,000
Contingency (10%)	273,800
Construction Budget including contingency	\$3,011,700
A&E Fees (10%)	\$301,200
On-Site Observation	41,000
Reimbursables	14,000
Asbestos	195,000
Illinois State Agency Historic Resource Preservation Act Compliance	\$82,000
Project Budget	\$3,644,900
CDB Fee (3%)	\$109,300
<b>TOTAL Project Budget</b>	<b>\$3,754,200</b>

Estimate Provided by Gary Reed, Director, Facilities Planning and Management, Eastern Illinois University.

**C. FY13 Budget Approval and FY14 Budget Submission (Cont.)**

Eastern Illinois University  
Scope Statement  
Category: Safety

Fire Alarm System Upgrades – Project Number 2014–5 **\$3,482,800**

This capital project upgrades fire alarm detection, pull station, and light-horn devices to improve fire protection and increase occupant safety in buildings that may include but is not limited to Life Science, Old Main, Buzzard, Coleman, Klehm Hall and Student Services buildings. The university currently follows National Fire Protection Association Life Safety Code 101, adopted in 2006. This fire alarm upgrade would provide building systems that conform to State Fire Marshal code standards, provide the latest alarm functions for tornados, voice capable systems and bring all buildings up to campus standards with Simplex systems.

**SUMMARY OF PROJECT COSTS:**

Construction / labor & materials	\$2,590,700
Escalation (12 mos. @ 0.25% per month)	69,900
Contingency (10%)	266,100
 Construction Budget including Contingency	 \$2,926,700
 A/E Fees (10%)	 \$292,700
On-Site Observation	35,000
Reimbursable	22,000
Asbestos	105,000
 Project Budget	 \$3,381,400
 CDB Fee (3%)	 \$101,400
 TOTAL Project Budget	 \$3,482,800

Estimate Provided by Gary Reed, Director, Facilities Planning and Management, Eastern Illinois University.

**C. FY13 Budget Approval and FY14 Budget Submission (Cont.)**

Eastern Illinois University  
Scope Statement  
Category: Utilities

Upgrade Utilities Infrastructure – Project Number 2014–6 **\$ 25,875,800**

The utilities infrastructure at Eastern Illinois University is aged, and major portions of critical service systems are well beyond useful economic life expectancy. The campus has experienced forced outages due to infrastructure failures resulting in loss of use of major facilities to academic, housing and administrative units. Steam distribution and condensate return piping systems, both racked and direct-buried, utility tunnel water distribution mains, sanitary sewage laterals and mains, storm water collection and discharge systems upon which the campus operations depend, require extensive upgrades to restore acceptable service reliability.

In order to approach this challenge, a master design for all utilities would need to be developed. The design would consider all current system conditions, future additional loads expected, location of underground utilities and operational plans which would impact utilities systems. Based upon this comprehensive plan, a project to install the required upgrades, in order of their assigned priority, would be implemented.

**SUMMARY OF PROJECT COSTS:**

Construction	
Upgrade steam distribution/condensate	\$6,664,200
Upgrade domestic water distribution	5,183,300
Upgrade storm and sanitary infrastructure	7,404,700
Escalation (12 months @ 0.225% per month)	519,800
Contingency (10%)	1,977,200
Construction Budget including contingency	\$21,749,200
A&E Fees (10%)	\$2,174,900
On-Site Observation	190,000
Reimbursables	108,000
Asbestos	900,000
Project Budget	\$25,122,100
CDB Fee (3%)	\$753,700
TOTAL Project Budget	\$25,875,800

Estimate Provided by Gary Reed, Director, Facilities Planning and Management, Eastern Illinois University.

**C. FY13 Budget Approval and FY14 Budget Submission (Cont.)**

Eastern Illinois University

Scope Statement

Category: Safety

Environmental Health and Safety–Project Number 2013–7 **\$ 3,173,400**

With increased awareness and concern for the environment and the health and safety of Eastern’s students, faculty, and staff, the university’s Environmental Health and Safety Committee has considered relevant codes, legislation and government programs (e.g., fire codes, ventilation standards, prudent laboratory practices and disaster-resistant measures) and recommends the following priorities:

Laboratory Ventilation: In order to achieve compliance with OSHA, laboratory standards and other ventilation standards, ventilation in the university’s laboratory and studios which use hazardous chemicals and handle biological materials must be improved to eliminate risks and injuries from inhaling these materials.

Note this project will require asbestos and lead abatement.

**SUMMARY OF PROJECT COSTS:**

Construction / labor & materials	\$2,217,300
Escalation (12 mos. @ 0.25% per month)	59,900
Contingency (10%)	227,700
 Construction Budget including Contingency	 \$2,504,900
 A/E Fees (10%)	 \$250,500
On-Site Observation	50,000
Reimbursable	125,600
Asbestos	150,000
 Project Budget	 \$3,081,000
 CDB Fee (3%)	 \$92,400
 TOTAL Project Budget	 \$3,173,400

Estimate Provided by Gary Reed, Director, Facilities Planning and Management, Eastern Illinois University.

**C. FY13 Budget Approval and FY14 Budget Submission (Cont.)**

Eastern Illinois University  
Scope Statement  
Category: Rehabilitation

Old Main Exterior Restoration – Project Number 2014–8 **\$1,647,900**

Old Main is the oldest historical structure on campus and houses administrative offices and classroom spaces. Significant parts of the stone exterior shell have cracks, stones loose and missing, and lightning damage. Surfaces are deteriorating and are structurally unstable in places. In addition, windows in the upper turrets have been blown out of their frames during storms. This proposed project would rebuild these shell surfaces and windows to bring the signature building back to its original look, reduce moisture getting into the building, reduce energy costs and increase safety.

**SUMMARY OF PROJECT COSTS:**

Construction / labor & materials	\$1,220,800
Escalation (12 mos. @ 0.225% per month)	33,000
Contingency (10%)	125,400
 Construction Budget including Contingency	 \$1,379,200
 A/E Fees (10%)	 \$137,900
On-Site Observation	21,000
Reimbursable	8,000
Asbestos	53,800
 Project Budget	 \$1,599,100
 CDB Fee (3%)	 \$48,000
 TOTAL Project Budget	 \$1,647,900

Estimate Provided by Gary Reed, Director, Facilities Planning and Management, Eastern Illinois University.

**C. FY13 Budget Approval and FY14 Budget Submission (Cont.)**

Eastern Illinois University  
Scope Statement  
Category: Utilities

Upgrade Electrical Building Distribution – Project Number 2014–9 **\$5,137,100**

Electrical distribution equipment and services in Life Sciences, Old Main, Buzzard Hall, Coleman Hall, Klehm Hall, and Physical Science are original to the buildings and have had few improvements. The aging systems contain major power switchgear, transformers, breakers, panels and current protection devices which are obsolete or at the end of their reliable service life. Finding suitable repair parts when portions of these systems fail is becoming increasingly difficult. Circuit load capacity to service subpanels is at maximum in many cases. In order to provide reliable and serviceable electrical building systems and to provide adequate load capacity to meet the needs of programs, major component replacements and upgrades are necessary.

**SUMMARY OF PROJECT COSTS:**

Construction / labor & materials	\$3,805,100
Escalation (12 mos. @ 0.225% per month)	102,700
Contingency (10%)	390,800
 Construction Budget including Contingency	 \$4,298,600
 A/E Fees (10%)	 \$ 429,900
On-Site Observation	36,000
Reimbursable	23,000
Asbestos	200,000
Project Budget	4,987,500
 CDB Fee (3%)	 \$149,600
 TOTAL Project Budget	 \$5,137,100

Estimate Provided by Gary Reed, Director, Facilities Planning and Management, Eastern Illinois University.

**C. FY13 Budget Approval and FY14 Budget Submission (Cont.)**

Eastern Illinois University  
Scope Statement  
Category: Remodeling and Rehabilitation

Rehabilitate Klehm Hall HVAC and Plumbing – Project Number 2014–10 **\$2,436,200**

Klehm Hall (1967) and Klehm Hall Addition (1968) HVAC systems are original equipment and fail to provide adequate levels of comfort in seasonal service. Portions of the 1968 addition were originally designed as non-air conditioned industrial instruction spaces and are now occupied by state-of-the-art processor-controlled machine tools and sophisticated electronics labs. Cooling is inadequately provided by distributed window units, which have been back-fit as additional cooling needs have developed. Air handling units are failing to deliver acceptable indoor air quality, which is energy inefficient and compromises the delivery of education to our students. The building heating and chilled water distribution systems have experienced numerous leaks due to internal and external corrosion and thinning of pipe wall thickness. The deterioration has made the piping systems virtually impossible to repair due to insufficient pipe material remaining to thread. The building requires a complete mechanical systems upgrade.

This project would replace the ventilation units, air-handling units, cooling and heating coils and piping distribution systems throughout the structure. Temperature control instrumentation would be updated to deliver precise control at optimum energy efficiency. The hot and cold domestic water distribution piping would be replaced to eliminate further system leaks.

**SUMMARY OF PROJECT COSTS:**

Construction	\$1,815,600
Escalation (12 months @ 0.225% per month)	49,000
Contingency (10%)	186,500
Construction Budget including contingency	\$2,051,100
A&E Fees (10%)	\$205,100
On-site Observation	18,000
Reimbursables	6,000
Asbestos	85,000
Project Budget	\$2,365,200
CDB Fee (3%)	\$71,000
<b>TOTAL Project Budget</b>	<b>\$2,436,200</b>

Estimate Provided by Gary Reed, Director, Facilities Planning and Management, Eastern Illinois University.

**C. FY13 Budget Approval and FY14 Budget Submission (Cont.)**

Eastern Illinois University  
Scope Statement  
Category: Safety

Emergency Generator, Physical Science Building – Project Number 2014–11 **\$656,300**

The Physical Science building houses the university’s chemistry, geology-geography, physics and psychology departments. Laboratory fume hood ventilation, lab make-up air, on-going research, fire alarm panels, emergency lighting circuits and control power are all critical services which must be maintained at all times. Presently, the Physical Sciences complex has no backup power, which leaves these critical services vulnerable to utility outages. These essential loads need to be analyzed and a new diesel-driven emergency generator set selected to fit the application. Loads determined to be essential need to be re-powered from new or revised distribution panels (emergency panels), which would then be backed up by the new generator. The location of the new generator would be determined taking various considerations, including campus traffic and pedestrian needs, into account.

**SUMMARY OF PROJECT COSTS:**

Construction	\$445,600
Escalation (12 mos. @ 0.225% per month)	12,000
Contingency (10%)	45,800
 Construction Budget including contingency	 \$503,400
 A/E Fees (10%)	 \$50,300
On-Site Observation	14,000
Reimbursables	6,500
Asbestos	63,000
 Project Budget	 \$637,200
 CDB Fee (3%)	 \$19,100
 TOTAL Project Budget	 \$656,300

Estimate Provided by Gary Reed, Director, Facilities Planning and Management, Eastern Illinois University.

**C. FY13 Budget Approval and FY14 Budget Submission (Cont.)**

Eastern Illinois University  
Scope Statement  
Category: Rehabilitation

Replace Reheat Coils, Physical Science and Klehm Hall – Project Number 2014–12    **\$1,129,800**

The existing reheat coils in the Physical Science and Klehm Hall academic buildings are original to the buildings. Existing duct-mounted heating coils are inefficient, noisy when heating, exhibit numerous leaks and are ineffective during heating season and would be replaced. Replacing these coils would decrease maintenance costs, increase building efficiency and enhance building occupant comfort with better climate control. There are approximately 230 of these coils in the buildings.

**SUMMARY OF PROJECT COSTS:**

Construction/labor & materials	\$757,800
Escalation (12 mos. @ 0.225% per month.)	20,500
Contingency (10%)	77,800
 Construction Budget including Contingency	 \$856,100
 A/E Fees (10%)	 \$85,600
On-Site Observation	20,000
Reimbursables	9,300
Asbestos	126,000
 Project Budget	 \$1,094,100
 CDB Fee (3%)	 \$32,800
 Total Project budget	 \$1,129,800

Estimate Provided by Gary Reed, Director, Facilities Planning and Management, Eastern Illinois University.

**C. FY13 Budget Approval and FY14 Budget Submission (Cont.)**

Eastern Illinois University  
Scope Statement  
Category: Utilities

Replace Campus Compressed Air Distribution Piping – Project Number 2014–13      **\$334,500**

Compressed air is produced at the central steam plant and is piped throughout campus in tunnels and direct-buried pipes. The air is used for control of all space temperature regulating systems and critical functions in various academic labs and preparation areas. A study performed by the Department of Commerce and Economic Opportunity indicated that Eastern’s distribution lines are undersized, causing loss of temperature control during periods of high air demand. This, in addition to the poor condition of portions of the underground system, dictates that a replacement piping system, sized for the load it is serving, is installed.

**SUMMARY OF PROJECT COSTS:**

Construction/labor & materials	\$253,400
Escalation (12 mos. @ 0.225% per month)	6,800
Contingency (10%)	26,000
 Construction Budget including Contingency	 \$286,200
 A/E Fees (10%)	 \$28,600
On-Site Observation	8,200
Reimbursables	1,800
 Project Budget	 \$324,800
 CDB Fee (3%)	 \$9,700
 Total Project budget	 \$334,500

Estimate Provided by Gary Reed, Director, Facilities Planning and Management, Eastern Illinois University.

**C. FY13 Budget Approval and FY14 Budget Submission (Cont.)**

Eastern Illinois University  
Scope Statement  
Category: Rehabilitation

Upgrade Electrical Systems, Life Science Building – Project Number 2014–14 **\$250,900**

Electrical services in Life Sciences are original and have had few improvements. The aging systems contain panels and current protection devices that are obsolete. Finding suitable repair parts when portions of these systems fail is becoming increasingly difficult. Circuit load capacity to service sub-panels is at maximum in many cases. In order to provide reliable and serviceable electrical building systems and to provide adequate load capacity to meet the needs of programs, system upgrades are required.

**SUMMARY OF PROJECT COSTS:**

Construction/labor & materials	\$188,800
Escalation (12 mos. @ 0.225% per month)	5,100
Contingency (10%)	19,400
 Construction Budget including Contingency	 \$213,300
 A/E Fees (10%)	 \$21,300
On-Site Observation	6,500
Reimbursables	2,500
 Project Budget	 \$243,600
 CDB Fee (3%)	 \$7,300
 Total Project budget	 \$250,900

Estimate Provided by Gary Reed, Director, Facilities Planning and Management, Eastern Illinois University.

C. FY13 Budget Approval and FY14 Budget Submission (Cont.)

Eastern Illinois University  
Scope Statement  
Category: Rehabilitation

Upgrade Electrical Systems, Physical Science Building – Project Number 2014–15      **\$536,800**

Electrical services in the Physical Sciences building are original and have had few improvements. The aging systems contain panels and current protection devices that are obsolete. Finding suitable repair parts when portions of these systems fail is becoming increasingly difficult. Circuit load capacity to service sub-panels is at maximum in many cases. In order to provide reliable and serviceable electrical building systems and to provide adequate load capacity to meet the needs of programs, system upgrades are required.

SUMMARY OF PROJECT COSTS:

Construction/labor & materials	\$402,500
Escalation (12 mos. @ 0.225% per month)	10,900
Contingency (10%)	41,300
 Construction Budget including Contingency	 \$454,700
 A/E Fees (10%)	 \$45,500
On-Site Observation	12,500
Reimbursables	8,500
 Project Budget	 \$521,200
 CDB Fee (3%)	 \$15,600
 Total Project budget	 \$536,800

Estimate Provided by Gary Reed, Director, Facilities Planning and Management, Eastern Illinois University.

**It is recommended that the Board of Trustees approve the FY13 Budget and the FY14 Budget Submission.**

#### D. Approval of Depositories for Non-Appropriated Funds

In accordance with Board of Trustees Regulations, Section V.G.1, approval is requested for the following financial institutions as depositories of local funds:

##### New Requests

None

##### Acquisitions/Mergers/Name Changes:

###### Eastern Illinois University:

PNC Bank (Formerly National City Bank)	Springfield, Illinois
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###### Peace Meal Program Depositories:

First Farmers Bank and Trust (Formerly Citizens National Bank)	Oakland, Illinois
First Financial Bank, N. A. (Formerly Freestar Bank)	Pontiac, Illinois
J.P. Morgan Chase (Formerly Bank One)	Bloomington/Normal, Illinois
J.P. Morgan Chase (Formerly Bank One)	Champaign, Illinois
PNC Bank (Formerly National City)	Bloomington, Illinois
First Financial Bank, N. A. (Formerly First National Bank)	Marshall, Illinois
First Security Bank (Formerly Illini Bank North)	Danvers, Illinois
Sidell State Bank (Formerly The First National Bank)	Homer, Illinois
Busey Bank (Formerly First Trust Bank of Shelbyville)	Shelbyville, Illinois

**It is recommended that the Board of Trustees approve the above financial institutions as depositories for non-appropriated funds.**

**E. Expenditure Recommendations for Purchases of \$250,000 or More**

**1) Purchase Item:** Multi-functional Digital Copy Machine Agreement

**Description/Explanation:** Approval is requested for a prime vendor copier agreement, whereby Konica/Minolta Business Solutions U.S.A., Inc. shall provide the University with multi-functional digital copy machines with pricing based on a per copy charge. All machines shall be network ready and also act as a laser printer, scanner and also have optional faxing capabilities.

The agreement includes equipment rental, all maintenance services, toner, repair parts, training and all supplies excluding paper.

The agreement shall be for four (4) years beginning July 1, 2012 through June 30, 2016 with the University's option to renew for three (3) additional two-year periods. Option period renewal pricing shall be negotiated.

**Cost:** Not to Exceed \$325,000.00 per each agreement year.

**Recommended Vendor:** Konica Minolta Business Solutions U.S.A., Inc., Peoria, IL

**Summary of Bids:** Konica Minolta Business Solutions U.S.A., Inc., Peoria, IL  
Digital Copy Systems, LLC, Peoria, IL  
Xerox Corporation, Norwalk, CT  
Ricoh USA, Champaign, IL  
R.K. Dixon, Davenport, IA  
Watts Copy Systems, Inc., Springfield, IL

Nineteen (19) vendors downloaded the Request for Proposal but did not respond.

**Fund Source:** Appropriated Funds  
Local Funds

**It is recommended that the Board of Trustees approve this purchase item.**

**E. Expenditure Recommendations for Purchases of \$250,000 or More (Cont.)**

**2) Purchase Item:** Electronic Resources

**Description/Explanation:** Approval is requested for the purchase of electronic resources for Booth Library for the period July 1, 2012 through June 30, 2013. These materials will be used by faculty, staff and students as a research source.

**Cost:** Not to exceed \$330,000.00

**Recommended Vendor:** University of Illinois, CARLI  
Champaign, IL

**Summary of Bids:** Bidding is not required. This purchase is from another state entity.

**Fund Source:** Appropriated Funds

**It is recommended that the Board of Trustees approve this purchase item.**

**E. Expenditure Recommendations for Purchases of \$250,000 or More (Cont.)**

**3) Purchase Item:** Grounds Shop Foundation & Underground Piping

**Description/Explanation:** This work includes clearing, earth fill, underground piping, concrete foundation and floor for a new Grounds Shop. Construction of the frame building will be completed by EIU Renovations & Alteration crews.

**Cost:** \$271,375.00 (including 10% contingency)  
General Construction \$246,705.00  
Contingency \$24,670.00  
\$271,375.00

**Recommended Vendor:** Duce Construction Company  
417 Wilbur Avenue  
Champaign, IL 61822

**Cost:** \$246,705.00

**Summary of Bids:**

Duce Construction - Champaign, IL	\$246,705.00
A & R Mechanical Services, Inc. - Urbana, IL	\$315,978.00
Grunloh Construction Inc. - Effingham, IL	\$319,000.00

**Fund Source:** Local Funds

**It is recommended that the Board of Trustees approve this purchase item.**

**E. Expenditure Recommendations for Purchases of \$250,000 or More (Cont.)**

**4) Purchase Item:** Learning Management System (LMS)

**Description/Explanation:** This purchase is for a new LMS program. The LMS program is an on-line class delivery tool to be used campus-wide. The purchase is initially a two year agreement with the University's option to renew the agreement for four (4) additional two-year periods.

**Cost:** Not to exceed \$650,000.00 for a two-year period beginning July 1, 2012 through June 30, 2014, with the University's option to renew for four (4) additional two-year periods. Renewal pricing will not exceed a total of \$2,750,000.00 for all option periods.

**Recommended Vendor:** Desire2Learn Ltd. – Baltimore, MD

**Summary of Bids:** Desire2Learn Ltd. – Baltimore, MD  
Moodlerooms – Baltimore, MD  
Canvas Cloud/Instructure – Salt Lake City, UT  
Blackboard – Washington, DC  
The Big Word – New York, NY  
Kamaltech, Plainfield, IL  
NCS Pearson, Inc. – Centennial, CO  
Schoolology – New York, NY  
Sungard – Malvern, PA

**Fund Source:** Local Funds

**It is recommended that the Board of Trustees approve this purchase item.**

## F. Approval of Non-indentured Reserves

### Non-Indentured Reserves

In order 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/or Sections IV.A.1 and IV.C.2 of the University Guidelines 1982, Board approval is requested to increase/decrease reserves as follows:

Entity	Current Authorized Amount	Increase/(Decrease) Requested	Revised Amount
Student Fee Programs/Services	1,700,000	75,000	1,775,000
Service Departments	875,000	125,000	1,000,000
Student/Staff Programs/Services	95,000	5,000	100,000
Educational Services	50,000	10,000	60,000
Auxiliary Enterprises-Other	1,275,000		1,275,000
Public Services	20,000	2,500	22,500
Continuing Education (CC)	52,000		52,000
Income Fund Equipment	6,000,000		6,000,000
Reserve for Compensated Absences	2,500,000		2,500,000
Reserve for Student Health Insurance	2,000,000		2,000,000
Auxiliary Enterprises - Textbook Rental Service	2,000,000	300,000	2,300,000
Capital Projects - Old Main Corridors	1,000,000		1,000,000
Capital Projects - Honors College Renovations	2,000,000		2,000,000
Capital Projects - Science Building Renovations (I/F)	100,000		100,000
Capital Projects - Science Building Renovations (Fee)	750,000	2,000,000	2,750,000

**F. Approval of Non-indentured Reserves (Cont.)**

Capital Projects - New Science Building (I/F)	10,900,000		10,900,000
Capital Projects - New Science Building (Fee)	2,000,000		2,000,000
Capital Projects - Center for Clean Energy Research and Education (CENCERE)	0	700,000	700,000
Capital Projects - Building Security Upgrades	0	2,000,000	2,000,000
Capital Projects - Doudna Glass	0	1,000,000	1,000,000
Capital Projects - Grounds Shop	0	600,000	600,000

**It is recommended that the Board approve these non-indentured reserve increases.**

## G. Labor Agreements

### 1.) Contract Renewal and Successor Agreement AFSCME Local 981

**Labor Agreement:**

A tentative agreement was reached on May 22, 2012 to renew and amend various provisions of the collective bargaining agreement. There are approximately 178 employees in the bargaining unit. AFSCME ratified the tentative agreement on May 30, 2012. The agreement is effective September 15, 2011, through September 14, 2015.

**Wage increase:**

Bargaining unit employees shall receive a one percent (1%) wage increase for each year of the Agreement. Additionally, year one (1) of the Agreement will include a one percent (1%) lump sum payment not added to base wages.

Estimated Cost of the Increases:

Effective September 15, 2011	1%	\$64,447
1% lump sum payment		\$64,447
Effective September 15, 2012	1%	\$65,091
Effective September 15, 2013	1%	\$65,742
Effective September 15, 2014	1%	\$66,340

**It is recommended that the Board of Trustees approve this successor Agreement.**

**G. Labor Agreements (Cont.)**

**2.) Contract Renewal and Successor Agreement Carpenters, Local 347**

**Labor Agreement:**

A tentative agreement was reached on May 11, 2012, to renew and amend various provisions of the collective bargaining agreement. There are approximately 20 employees in the bargaining unit. The Carpenters ratified the tentative agreement on Thursday, May 17, 2012. The agreement is effective May 1, 2012, through April 30, 2015.

**Wage increase:**

Bargaining unit employees shall receive a one percent (1%) wage increase for each year of the Agreement.

Estimated Cost of the Increases:

Effective May 1, 2012	1%	\$ 12,130
Effective May 1, 2013	1%	\$ 12,500
Effective May 1, 2014	1%	\$ 12,519

**It is recommended that the Board of Trustees approve this successor Agreement.**

## H. Personnel Contract

Article II.C.2. of the Board of Trustees Governing Policies permits the President of the University to offer multi-year contracts to certain administrative personnel at Eastern Illinois University with prior approval of the Board. Dr. Perry is recommending that the Board authorize him to offer the following contract:

### New Contract:

**Mr. Lee Buchanan, Head Women's Basketball Coach**, a three-year contract for the period June 4, 2012, to June 3, 2015.

**It is recommended that the Board of Trustees authorize President Perry to offer a three-year contract to Mr. Buchanan.**

## I. Internal Auditing Charter Revisions

On April 25, 2011, the EIU Board of Trustees approved the following Internal Audit Charter for Eastern Illinois University.

### Eastern Illinois University Internal Audit Charter – **As originally Approved**

1. **Purpose:** Internal auditing is an independent, objective assurance and consulting activity designed to add value and improve Eastern Illinois University's (University's) operations. The internal audit function is an integral part of the University's control system. The internal audit review and appraisal process does not relieve other University personnel of the responsibilities assigned to them.
2. **Authority:**
  - a. The Department functions in accordance with the Fiscal Control and Internal Auditing Act (FCIAA), enacted by the State of Illinois. The FCIAA establishes a State Internal Audit Advisory Board (SIAAB) who has adopted the "International Standards for the Professional Practice of Internal Auditing", which includes a Code of Ethics and Definition of Internal Auditing.
  - b. The FCIAA requires that the Internal Auditing Director (Director) report to the President and have direct communications with the Board of Trustees. Auditing shall be free from all operational duties and will have complete unrestricted access to all University records, property, electronic media and personnel relevant to the performance of its work.
3. **Responsibility:**
  - a. The Internal Audit Office is responsible for providing the University's administrators and Board members with information about the adequacy and the effectiveness of the University's system of internal controls and quality of operating performance. To accomplish this responsibility, all institutional activities are subject to audit.
  - b. The scope of internal auditing encompasses examining and evaluating the adequacy and effectiveness of the University's systems of internal control and the quality of operating performance against established standards in carrying out assigned responsibilities.
  - c. The Director is generally responsible for the administration of this charter and for functionally directing internal audit activities throughout the University.
  - d. Eastern Illinois University administrators are responsible for providing internal auditors with timely access to records, personnel, and physical properties which the Director has determined to be relevant and for making sure that prompt, pertinent, and comprehensive responses are made to audit recommendations.

## I. Internal Auditing Charter Revisions (Cont.)

Revisions have been made to this Charter and the Board is asked to consider approval of the following revised document. This document was reviewed with the Finance and Audit Committee on April 13, 2012 by Ms. Becky Litton, Interim Director of the Internal Auditing Office.

# Eastern Illinois University

## Office of Internal Auditing Charter

The Office of Internal Auditing (Office) of Eastern Illinois University (University) functions in accordance with the State of Illinois Fiscal Control and Internal Auditing Act (FCIAA). The FCIAA establishes a State Internal Audit Advisory Board who has adopted the Institute for Internal Auditing's (IIA) definition of internal auditing, code of ethics and *International Standards for the Professional Practice of Internal Auditing* which this office adheres to for guidance.

**Definition:** As defined by the IIA, "Internal auditing is an independent, objective assurance and consulting activity designed to add value and improve an organization's operations." The internal audit function is an integral part of the University's control system. However, the internal audit review and appraisal process does not relieve other University personnel of the responsibilities assigned to them.

**Code of Ethics:** The Director and staff of the Office are expected to apply and uphold the principles of integrity, objectivity, confidentiality and competency as defined by the IIA.

**Authority:** The FCIAA requires that the Internal Auditing Director (Director) report to the President and have direct communications with the Board of Trustees (BOT). The FCIAA also requires that all Office staff be free from all operational duties and have complete unrestricted access to all University records, property, electronic media and personnel relevant to the performance of their work.

**Responsibility:** The Office is responsible for providing the University's administrators and BOT members with information about the adequacy and the effectiveness of the University's system of internal controls and quality of operating performance. To accomplish this responsibility, all institutional activities are subject to audit. The Office also conducts special projects as requested by administration and consulting services that are advisory in nature for the university community. The Office does not do consulting outside of the University.

The scope of internal auditing encompasses examining and evaluating the adequacy and effectiveness of the University's systems of internal control and the quality of operating performance against established standards in carrying out assigned responsibilities.

The Director is generally responsible for the administration of this charter and for functionally directing internal audit activities throughout the University. This includes submitting a flexible two-year audit plan for the President's approval prior to June 30 and reporting to the President by September 30 the status of the completion of the prior year's audits and outstanding issues.

## I. Internal Auditing Charter Revisions (Cont.)

University administrators are responsible for providing internal auditors with timely access to records, personnel, and physical properties which the Director has determined to be relevant and for making sure that prompt, pertinent, and comprehensive responses are made to audit recommendations.

This charter was prepared by the Director and has been reviewed and approved by the following:

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Dr. William L. Perry  
President

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Date

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Mr. Roger Kratochvil  
Chairperson of the Board of Trustees

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Date

**It is recommended that the Board of Trustees approve the revisions to the Eastern Illinois University Internal Auditing Charter.**

## J. New Degree – Master of Science in Sustainable Energy

### **Proposal for the Master of Science in Sustainable Energy**

Effective Fall 2012

#### **Synopsis**

Provost Blair Lord requests the Board of Trustees' approval to offer a new graduate degree program, the M.S. in Sustainable Energy. This interdisciplinary, research- and internship-based program is designed to develop effective leaders and managers for the energy industry. It supports and is supported by the Center for Clean Energy Research and Education (CENCERE), which was created to provide integrative research opportunities for faculty, students, and staff engaged in the study of clean energy and in the development of local, plant-based energy sources such as those used by the University's Renewable Energy Center.

This proposal has been approved by the departmental and college curriculum committees and by the university-wide Council on Graduate Studies. Subsequent to action by the Board of Trustees, it will be submitted to the Illinois Board of Higher Education for approval.

#### **Program Requirements**

Detailed catalog copy for the M.S. in Sustainable Energy is appended to this summary. The program requires students to complete a minimum of thirty-six hours in four key areas: science and technology, business management and communication, policy and economics, and applied research. During their first semester in the program, students are required to enroll in CERE 5953, Sustainable Energy Research. They will work on energy-related research under the guidance of a faculty mentor throughout the program: They are expected to produce a research paper publishable in their discipline, and at the end of the program, to present their findings to a committee of three graduate faculty members. CERE 5983, Sustainability Practicum, will make the Renewable Energy Center and the Office of Sustainability-- Eastern's "living laboratories"-- available to them, so that they may experience energy conversion, production, and conservation first hand. At the conclusion of the practicum, students will be expected to document the flow of materials, energy, information, and staff involved in these operations. This coupling of research with internship experiences that require students to put their academic knowledge to the test in a real-world setting is an extremely effective educational practice.

Upon completion of the M.S. in Sustainable Energy, students will:

1. Understand the sciences and technology related to energy production, conversion, utilization, and conservation.
2. Understand the economic, environmental, and policy impact of sustainable energy practice for a sustainable society.
3. Apply basic business, economic, and technology management principles to energy-based research and problem-solving.
4. Demonstrate effective research and communication skills.

#### **Administration and Instruction**

The M.S. in Sustainable Energy will be coordinated by Dr. Peter Ping Liu, Professor in the School of Technology and Director of CENCERE. An interdisciplinary faculty committee will provide additional oversight of the curriculum, instruction, and student success, while an external advisory board of business and industry leaders will help ensure that graduates meet employer expectations. Instruction and research experiences will be provided by tenured or

## J. New Degree – Master of Science in Sustainable Energy (Cont.)

tenure-track faculty in the departments of Biological Sciences, Chemistry, Communication Studies, Economics, English, Geology-Geography, Physics, Political Science, the School of Business, and the School of Technology. Their abbreviated credentials are appended to this summary.

### **Demand and Viability**

The M.S. in Sustainable Energy will prepare graduates to address documented state and national needs for energy managers in business, government, and the non-profit sector. In a March 2012 study of employment in green goods and services-2010, the Bureau of Labor Statistics reported that there were 3.1 million “green jobs,” defined as those “found in businesses that produce goods and provide services that benefit the environment or conserve natural resources” (<http://www.bls.gov/news.release/ggqcew.nr0.htm>). According to a 2011 report from the Brookings Institution, the clean economy added half a million jobs between 2003 and 2010, outperforming the nation as a whole during the recession. (<http://www.brookings.edu/research/reports/2011/07/13-clean-economy>).

While the University of Illinois and Southern Illinois University at Carbondale offer graduate programs in Bioenergy and in Advanced Energy and Fuels Management, respectively, the M.S. in Sustainable Energy’s combination of science, management, *and* technology will uniquely prepare graduates to meet the demands of the workplace. The proposed program is expected to enroll ten students in its first year, growing to forty majors by 2017.

### **Cost**

Approximately \$50,000 will be required to initiate the program. This money, which will provide clerical support, a graduate assistant, and the coordinator’s summer stipend, will be reallocated from existing college and department budgets. Once the program is fully operational, reallocated funds and external grants will cover the annual costs for instruction, administration, graduate assistantships, and equipment, projected to total \$420,000. Classes and laboratories will be conducted in existing facilities on campus and at the Renewable Energy Center (REC). However, groundbreaking for a new 4,300-square-foot research facility, to be located immediately north of the REC, is scheduled to take place in Fall 2012.

### **Relationship to Institutional and Statewide Goals**

With its focus on applied, integrative learning, the proposed M.S. in Sustainable Energy supports the Academic Excellence goal of Eastern’s new Strategic Plan, as well as its ongoing mission to offer students a “superior education” culminating in graduates’ ability to think critically, communicate clearly, and behave as responsible citizens and leaders. Because of its focus on energy research, conservation, and management, it also supports Goal 4 of *The Illinois Public Agenda*, which focuses on strengthening economic development in the state. In conjunction with the Renewable Energy Center and the Center for Clean Energy Research and Education, this degree program will help secure Eastern Illinois University’s reputation as a leader in sustainable energy education, research, and application.

## J. New Degree – Master of Science in Sustainable Energy (Cont.)

### Catalog Description Master of Science in Sustainable Energy

Center for Clean Energy Research and Education (CENCERE)  
Eastern Illinois University

**Degree:** Master of Science  
**Major:** Sustainable Energy  
**Contact:** Peter Ping Liu, PhD D, PE, OCP, CQE and CSTM, Director  
**Phone:** 217-581-6267  
**Email:** [pliu@eiu.edu](mailto:pliu@eiu.edu)  
**Web:** [www.eiu.edu/energy/graduate.php](http://www.eiu.edu/energy/graduate.php)

#### Graduate Faculty:

Peter Ping Liu, Director, Center for Clean Energy Research and Education

Ashley, J.; Borzi, M.; Canam, T.; Cornebise, M.; Daniels, S. ; Fredrick, T. ; Gaines, K.; Ghent, L.; Hendrickson, R.; Hoerschelmann, O.; Janssen, C.; Laingen, C.; Liu, P.; McGuire, M.; Noll, C.; Periyannan, G.; Ringuette, D.; Sheeran, D.; Upadhyay, M.; Wang, Z.; Willems, J.

#### Contributing Departments/Schools:

- Department of Biological Sciences
- Department of Chemistry
- Department of Communication Studies
- Department of Economics
- Department of English
- Department of Geology/Geography
- Department of Physics
- Department of Political Science
- School of Business
- School of Technology

#### Program Mission:

The purpose of the Master of Science in Sustainable Energy degree program is to enable students to develop advanced knowledge and skills in order to become leaders and managers in the energy industry. Specifically, students will:

- Demonstrate an understanding the sciences and technology related to energy production, conversion, utilization and conservation.
- Demonstrate an understanding of the economic, environmental and policy impact of a sustainable energy practice for a sustainable society.
- Develop the research and communication abilities to be effective leaders in the energy industry.

## J. New Degree – Master of Science in Sustainable Energy (Cont.)

### **Admission Requirements:**

To be eligible for degree candidacy, applicants must meet all of the requirements for admission to the Graduate School (see “Admission to Degree and Certificate Programs”). In addition to the published university graduate degree status requirements, the Center for Clean Energy Research and Education (CENCERE) requires that applicants demonstrate the following:

- A bachelor's degree from an accredited institution
- A minimum undergraduate GPA of 2.75
- A GRE or GMAT score
- Relevant experience and desire to work in the energy industry
- For international students, an acceptable English proficiency established by the university

Provisionally admitted students may be required to complete course work in related fields to meet admission requirements established by the Program Advisory Board.

## J. New Degree – Master of Science in Sustainable Energy (Cont.)

### Degree Requirements:

Degree requirements include those outlined for the master’s degree by the Graduate School (see “Requirements for the Master’s Degree”). Students are required to complete the following courses:

<b>Science Cluster</b>		
1. BIO 5333 Bioenergy and Bioresources (option for BIO and CHM majors)	1. BIO 5203 Environmental and Biological Sustainability (option for non-BIO majors)	3 hours
2. CHM 5007 Energy Chemistry		3 hours
3. PHY 5233 Energy and the Environment		3 hours
4. TEC 5533 Biomass Gasification		3 hours
<b>Technology Management Cluster</b>		
5. TEC 5103 Science and Technology of Leadership	5. MBA 5680 Organizational Behavior and Group Dynamics	3 hours
6. TEC 5133 Total Quality Systems	6. MBA 5660 Operations Management	3 hours
7. MBA 5001 Business Operations in Sustainable Energy Facilities		3 hours
<b>Policy and Economics</b>		
8. PLS 5843 Seminar in Public Policy	8. ECN 5411 Seminar in Natural Resources and Environmental Economics	3 hours
<b>Research Methods</b>		
9. TEC 5143 Research in Technology		3 hours
<b>Communication</b>		
10. CMN/ENG 5260 Communication in Science and Technical Organizations		3 hours
<b>Research and Experience</b>		
11. CERE 5983 Sustainability Practicum		3 hours
12. CERE 5953 Sustainable Energy Research		3 hours
Total		36 hours

Certification of Comprehensive Knowledge: All students are required to successfully pass a written comprehensive examination prior to the completion of the graduate degree.

## J. New Degree – Master of Science in Sustainable Energy (Cont.)

### Faculty Supporting the M.S. in Sustainable Energy

#### Biological Sciences

**Thomas Canam** (Assistant Professor ) <http://www.eiu.edu/biology/canam.php>

Dr. Canam's research focuses on using plants for bioenergy and bioproduct applications, including using biotechnology to tailor plant traits for specific applications, such as bioethanol production, and using bacteria and fungi as pretreatment agents of agricultural residues destined for biomass-to-bioenergy processes, such as gasification.

**Karen Gaines** (Associate Professor and Chair)

[http://ux1.eiu.edu/~kfgaines/curriculum\\_vitae.html](http://ux1.eiu.edu/~kfgaines/curriculum_vitae.html)

Dr. Gaines' research interests primarily focus on wildlife toxicology at the landscape level. Much of her work involves developing spatial models that predict how different wildlife species may be exposed to contaminants such as radionuclides, metals and organics and how that may impact environmental health.

**Andrew Methven** (Professor) <http://www.eiu.edu/biology/methven.php>

Dr. Methven's current research program is examining the distribution of the mushroom genus *Lactarius* in the Western Hemisphere, the utilization of biological species concepts in systematics studies of fleshy fungi, and the application of molecular techniques to population studies and mycogeography in the mushroom genus *Flammulina*.

#### Chemistry

**Mark McGuire** (Professor)

[http://www.eiu.edu/eiuchem/Welcome\\_Faculty\\_Mark\\_McGuire.php](http://www.eiu.edu/eiuchem/Welcome_Faculty_Mark_McGuire.php)

Dr. McGuire's research, funded by the Petroleum Research Fund of the American Chemical Society, focuses on promoting photoassisted H-atom transfer reactions in order to catalyze chemical transformations using visible light—i.e., constructing solar cells that are capable of using sunlight to provide the energy for chemical synthesis (*i.e.*, artificial photosynthesis).

**Gopal Periyannan** (Assistant Professor)

[http://www.eiu.edu/eiuchem/Welcome\\_Faculty\\_Gopal\\_Periyannan.php](http://www.eiu.edu/eiuchem/Welcome_Faculty_Gopal_Periyannan.php)

Dr. Periyannan's research focuses on the structure and the mechanistic aspects of Zn-metalloenzymes in order to understand their physiological function and their role in disease development.

**Zhiqing Yan** (Assistant Professor) <http://www.ux1.eiu.edu/~zyan/>

Dr. Yan's research focuses on organic chemistry and molecular recognition, computational design and organic synthesis of host molecules with cavity, studies of non-covalent interactions between host and guest molecules, studies of the effects of encapsulation toward chemical reactivity and selectivity.

## J. New Degree – Master of Science in Sustainable Energy (Cont.)

### Communication Studies

**Claudia Janssen** (Assistant Professor)

<http://www.eiu.edu/commstudies/faculty.php?id=cijanssen>

Dr. Janssen's expertise lies in the areas of organizational rhetoric, public relations, crisis communication, and remembrance. Her current research focuses on corporate ties to historical injustices within present discourses of reconciliation.

### Economics

**Mukti Upadhyay** (Professor and Graduate Coordinator) <http://ux1.eiu.edu/~mpupadhyay/>

Dr. Upadhyay's research and teaching interests focus on the economics of developing countries.

### English

**Terri Fredrick** (Associate Professor) <http://www.eiu.edu/english/faculty.php?id=tafredrick>

Dr. Fredrick teaches courses in professional writing and composition; she also coordinates the department's internship program. Her research interests are in service learning, writing classroom pedagogy, and workplace writing.

### Geology/Geography

**Chris Laingen** (Assistant Professor)

<http://ux1.eiu.edu/~crlaingen/HomeDocs/LaingenCV.pdf>

Dr. Laingen's research and teaching interests are in regional land use change analysis, specifically rural and agricultural land change in the conterminous U.S.

### Physics

**Steven Daniels** (Professor and Chair)

<http://www.eiu.edu/~physics/faculty.php?id=swdaniels>

Dr. Daniels' research focuses on optics and lasers, particularly light polarization and thin film deposition.

### Political Science

**Ryan Hendrickson** (Professor and Graduate Coordinator)

[http://www.eiu.edu/polisci/faculty\\_ryan\\_c\\_hendrickson.php](http://www.eiu.edu/polisci/faculty_ryan_c_hendrickson.php)

Dr. Hendrickson's research and teaching focuses on international policy especially regarding the North Atlantic Treaty Organization.

J. **New Degree – Master of Science in Sustainable Energy (Cont.)**

Technology

**Rendong Bai** (Assistant Professor) <http://www.eiu.edu/~tech/facultyandstaff.php?id=rbai>  
Dr. Bai's research interests include green computer and sustainable technologies, mobile wireless networks, and quality control.

**Jerry Cloward** (Assistant Professor) <http://www.eiu.edu/tech/personnel.php?id=jcloward>  
Dr. Cloward's research interests include biomass gasification and green building.

**Peter Liu** (Professor) <http://ux1.eiu.edu/~pliu/ping.html>  
Dr. Liu directs the Center for Clean Energy Research and Education. His research focuses on materials recycling, failure analysis, renewable energy, biomedical materials and devices.

**It is recommended that the Board approve the “Master of Science in Sustainable Energy” degree program effective Fall 2012.**

#### **K. CENCERE – Building Location**

Groundbreaking for the 4,300 square-foot building which will house Eastern Illinois University’s “**Center for Clean Energy Research and Education**” (CENCERE), is scheduled to take place in the Fall of 2012.

The Board is asked to consider approval of the location of this building which will be immediately north of the newly commissioned Renewable Energy Center. The site is located near the intersection of 18<sup>th</sup> Street (Illinois Route 130) and Edgar Drive.

**It is recommended that the Board of Trustees approve the location of the Center for Clean Energy Research and Education.**

## L. Tarble Arts Center – Code of Ethics Revisions

The original Code of Ethics for Tarble Arts Center was approved by the President’s Council in 1999, but new American Association of Museum accreditation standards requires approval of the Code of Ethics by the EIU Board of Trustees. The Board is asked to consider approval of the following Code of Ethics with revisions shown in **red**:

### **CODE OF ETHICS** Tarble Arts Center Eastern Illinois University

#### Governance

Museum governance in its various forms is a public trust responsible for the institution’s service to society. The governing authority protects and enhances the museum’s collections and programs and its physical, human, and financial resources. The governing authority ensures that all these resources support the museum’s mission, respond to the pluralism of society, and respect the diversity of the natural and cultural common wealth.

To this end, Eastern Illinois University (hereinafter referred to as the University) will strive to ensure that:

- all those who work for or on behalf of the Tarble Arts Center (hereinafter referred to as the Center) understand and support its mission and public trust responsibilities
- the Tarble Arts Center advisory board members understand and fulfill their advisory trusteeship and act corporately, not as individuals
- the Center’s collections and programs and its physical, human, and financial resources are protected, maintained, and developed in support of the Center’s mission
- the Center staff is responsive to and represents the interests of society
- the University strives to maintain a relationship with staff in which shared roles are recognized and separate responsibilities respected
- working relationships among employees and volunteers are based on equity and mutual respect
- professional museum standards and practices inform and guide the Center’s operations
- the Center’s policies are articulated and prudent oversight is practiced
- governance of the Center promotes the public good rather than individual financial gain.

#### Collections

The distinctive character of museum ethics derives from the ownership, care, and use of objects representing the world’s cultural common wealth. This stewardship of collections entails the highest public trust and carries with it the presumption of care, documentation, accessibility, and responsible disposal.

## L. Tarble Arts Center – Code of Ethics Revisions (Cont.)

To this end, the Center will strive to ensure that:

- collections in its custody support its mission and public trust responsibilities
- collections in its custody are protected, secure, unencumbered, cared for, and preserved
- collections in its custody are accounted for and documented
- access to the collections and related information is permitted and regulated
- acquisition, disposal, and loan activities are conducted in a manner that respects the protection and preservation of the collection objects and discourages illicit trade in such materials
- acquisition, disposal, and loan activities conform to its mission and public trust responsibilities
- disposal of collections through sale, trade, or research activities is solely for the advancement of the Center's mission. Proceeds from the sale of collection objects are to be used consistent with the established standards of art museums and in accordance with applicable state laws, but in no event shall they be used for anything other than acquisition or direct care of collections. **Deaccessioning and disposal from the Center's permanent collection must never be for the purpose of providing financial support or benefit for other goals of the University or the Eastern Illinois University Foundation. In no event should the funds received from disposal of a deaccessioned work be used for operations or capital expenditures.**
- the unique and special nature of human remains and funerary and sacred objects is recognized as the basis of all decisions concerning such collections
- collections-related activities promote the public good rather than individual financial gain.

### Programs

Museums serve society by advancing an understanding and appreciation of the natural and cultural common wealth through exhibitions, research, scholarship, publications, and educational activities. These programs further the museum's mission and are responsive to the concerns, interests, and needs of society.

To this end the Center will strive to ensure that:

- programs support its mission and public trust responsibilities
- programs are founded on scholarship and marked by intellectual integrity
- programs are accessible and encourage participation of the widest possible audience consistent with its mission and resources
- programs respect pluralistic values, traditions and concerns
- revenue-producing activities and activities that involve relationships with external entities are compatible with the Center's mission and support its public trust responsibilities

## **L. Tarble Arts Center – Code of Ethics Revisions (Cont.)**

- programs promote the public good rather than individual financial gain

### **Staff and Professional Conduct**

**In addition to adhering to the codes of conduct prescribed by the University’s Internal Governing Policies, related University bargaining units’ contracts, and codes of conduct prescribed by the State of Illinois, it is recognized that there are also codes of conduct specific to the professional staff of the Center. Specifically:**

- **the Center’s professional staff provides artistic leadership to the community and participates in community artistic affairs as approved by the Director so long as there is no conflict of interest. Participation on boards and committees of community arts organizations is part of the public-service responsibility of the Center’s staff, so long as such participation does not involve a conflict of interest in fundraising, artistic affairs, or any other part of the individual staff member’s responsibilities to the Center or to Eastern Illinois University.**
- **the Center’s professional staff must not use his or her influence or position for personal gain. The staff members must not function as a commercial dealer in works of art nor be party to the recommendation for purchase by museums or collectors of works of art in which the staff has any undisclosed financial interest. The staff must not accept any commission or compromising gift from any seller or buyer of works of art. In their capacity of representatives of the Tarble Arts Center, the staff must not provide any statement as to the monetary value, authenticity, or attribution of a work of art.**
- **for members of the Center’s professional staff who collect art, extraordinary discretion is required to assure that no conflict of interest arises between the staff member’s personal collecting activity and the concerns of the Center. To avoid any such conflict of interest, the Center’s Collections Committee must be granted the first option to acquire the work or works in any case where the art in question might be acquired for the Center per current collections policies. To avoid compromising the position of the staff and the Center regarding gifts of works of art to the staff by artists whose work is or may be shown or acquired by the Center, such gifts should only be accepted in special circumstances and with full disclosure to the Collections Committee. To avoid any conflict of interest, the Center’s Collections Committee must be granted the first option to obtain such gifts if the work or works in question might be acquired for the Center per current collections policies.**

### **Mission Statement, Tarble Arts Center, Eastern Illinois University:**

The mission of the Tarble Arts Center is to engender appreciation for and involvement in the arts, especially the visual arts, as a major arts resource for the people of east-central Illinois and Eastern Illinois University through the presentation of temporary exhibitions and community-based educational and outreach activities. A division of the College of Arts & Humanities at Eastern Illinois University, the Tarble Arts Center has a mandate to collect, preserve, exhibit, and interpret the university’s permanent collection of art, and to support the educational mission of the university.

**Approved by the Tarble Arts Center Advisory Board, 25 October 2011**

**It is recommended that the Board of Trustees approve the revisions to the Code of Ethics for Tarble Arts Center.**

## M. 2013 Board Meeting Calendar

Unless other notice is given, all meetings will be held on the campus of Eastern Illinois University in Charleston, Illinois.

Friday, January 18, 2013 (Meeting on Campus)

Friday, March 1, 2013 (Meeting on Campus)

Friday, April 19, 2013 (Meeting on Campus)

Monday, June 17, 2013 (Meeting on Campus)

Friday, September 27, 2013 (Meeting on Campus)

Friday, November 15, 2013 (Meeting on Campus)

**It is recommended that the Board approve the above meeting calendar for 2013.**

#### IV. INFORMATION ITEMS

##### A. **President's Report**

###### **Presentations:**

1. Academic Excellence – Dr. Blair Lord

## **B. Report from Board Chair**

**C. Report from Board Members attending Professional Conference**

- Dr. Robert Webb – Association of Governing Boards National Conference on Trusteeship
  
- Mr. Leo Welch – 39<sup>th</sup> Annual National Conference of the National Center for the Study of Collective Bargaining in Higher Education and the Professions

## **D. Committee Reports**

### **Executive/Planning Committee**

Mr. Roger Kratochvil, Chair  
Mr. Leo Welch  
Mr. Joseph Dively  
Mr. Rene Hutchinson

### **Board Relations Committee**

Mr. William Dano, Chair  
Mr. Roger Kratochvil  
Mr. Rene Hutchinson

### **Finance/Audit Committee**

Dr. Robert Webb, Chair  
Mr. Joseph Dively  
Mr. William Dano

### **Academic and Student Affairs Committee**

Mr. Leo Welch, Chair  
Mr. Kristopher Goetz  
Mr. Rene Hutchinson  
Mr. Jarrod Scherle

### **Board Regulations**

Mr. Leo Welch

## **E. Reports from Constituencies**

Faculty Senate – No Report

Staff Senate – No Report

Student Government – No Report

**F. Summary of Purchases \$100,000 - \$249,999**

<b><u>Vendor</u></b>	<b><u>Type of Purchase</u></b>	<b><u>Bids</u></b>	<b><u>Amount</u></b>
Duce Construction Co. Champaign, IL	Sidewalk construction and repair	3	\$245,509.00
Mostardi Platt Environmental Oak Brook, IL	Environmental consulting services	(B)	\$240,000.00
SWS Environmental Svcs.	Hazmat removal services	(C)	\$120,761.36
Grunloh Construction, Inc. Effingham, IL	Life Science and Life Science Annex drainage improvements	2	\$179,389.00
Meadowbrook Meat Co. Atlanta, GA	Resale food items	(A)	\$160,000.00
Kiefer Specialty Flooring Lindenhurst, IL	Furnish and install rubber flooring for McAfee gymnasium	5	\$175,780.00
Veolia ES Solid Waste Midwest, LLC Charleston, IL	Garbage and trash disposal	(D)	\$150,000.00
KAM Services Mattoon, IL	Asbestos abatement	(E)	\$150,000.00
City of Charleston	Fire protection and fire truck purchase installment	(A)	\$350,000.00
EBSCO Industries, Inc. Cary, IL	Periodicals	(A)	\$725,000.00
McGraw-Hill Companies Blacklick, OH	Textbooks for rental	(A)	\$520,000.00
MPS Von Holtzbrinck Publishing Atlanta, GA	Textbooks for rental	(A)	\$200,000.00
John Wiley & Sons, Inc. Hoboken, NJ	Textbooks for rental	(A)	\$90,000.00
Pearson Education Livonia, MI	Textbooks for rental	(A)	\$820,000.00

**F. Summary of Purchases \$100,000 - \$249,999 (Cont.)**

<b><u>Vendor</u></b>	<b><u>Type of Purchase</u></b>	<b><u>Bids</u></b>	<b><u>Amount</u></b>
Cengage Learning Cincinnati, OH	Textbooks for rental	(A)	\$600,000.00
Cellco/Verizon Basking Ridge, NJ	Cell Phone Services	(F)	\$110,000.00
Foster Brothers Wood Products, Inc. Auxvasse, MO	Wood chips	(G)	\$1,300,000.00

- (A) Sole Source, per Section 526.025 of the Illinois Procurement Code.
- (B) Quality Based Selection
- (C) Change order #1 resulting in a \$71,206.36 increase to January 2012 purchase order; due to estimation error in amount of hazardous materials to be removed
- (D) Renewal year two of option period two with additional two-year period options
- (E) Renewal option period seven includes 4% increase over last year
- (F) Change Order #1 resulting in \$30,000.00 increase in fiscal year 2012 purchase order; due to the addition of Athletics to the contract
- (G) Renewal year two of a four and one-half year agreement

## G. University Highlights

### AROUND CAMPUS

**Rare tropical 'corpse flower' expected to bloom in EIU greenhouse.** A rare tropical plant, the titan arum, appears to be producing its third flower at EIU, according to H.F. Thut Greenhouse manager, Steven Malehorn '91, '93. The titan arum is also called the "corpse flower" because of its foul odor. EIU's titan arum first bloomed in June 2008, after six and a half years of growth, attracting 3,000 visitors. Its second inflorescence, in June 2010, had 15,000 virtual visitors from around the world through a live webcast. The plant's current flower is expected to bloom sometime between June 20 and June 29.

**Blagojevich judge speaks on campus.** U.S. District Judge James B. Zagel, who presided over both trials of Rod Blagojevich, visited EIU on April 19 to talk about "The Breach of Public Trust." Because Blagojevich is appealing his conviction, Zagel was unable to talk about the 2011 case that led to the former Illinois governor's 14-year incarceration in a Colorado federal prison. Zagel, who has served as a U.S. district judge since 1987, was joined on campus by James Burns, a former top federal prosecutor from Chicago. A question-and-answer session followed Zagel's talk. The event was co-sponsored by the College of Sciences and the Public Policy Institute.

**Spring commencement ceremonies held.** Nearly 1,700 students participated in commencement ceremonies in Lantz Arena on May 5. Representing the EIU Board of Trustees were Roger Kratochvil (9 a.m.), Robert Webb (noon), Joseph Dively '81 (3 p.m.) and Jarrod Scherle '11 (6 p.m.). Commencement addresses were delivered by Nancy Elwess '76, an associate professor/molecular biologist from SUNY Plattsburgh; Robert Corn-Revere '77, an attorney specializing in First Amendment and communications law; and William Keiper '72, founder/chairman of FirstGlobal Partners. Honorary degrees were presented to astronomer Robert E. Holmes Jr., an adjunct faculty member; Robert Corn-Revere '77; and Julie Nimmons '77, a former member of the EIU Board of Trustees.

**EIU listed in Princeton Review's 'Green Colleges' guide.** EIU was selected for inclusion in "The Princeton Review's Guide to 322 Green Colleges: 2012 Edition." Created by The Princeton Review in partnership with the U.S. Green Building Council, the guide profiles institutions of higher education that demonstrate a notable commitment to sustainability in their academic offerings, campus infrastructure, activities and career preparation. Schools were chosen based on a survey of administrators about their schools' sustainability initiatives.

**EIU earns Tree Campus USA status.** EIU recently learned it is one of 115 colleges and universities to achieve Tree Campus USA status for 2011. The Tree Campus USA program, a partnership between the Arbor Day Foundation and Toyota, gives national recognition "for promoting healthy urban forest management and engaging the campus community in environmental stewardship." To be eligible, a school must have a campus tree advisory committee, a campus tree-care plan with dedicated annual expenditures, involvement in an Arbor Day observance, and a service-learning project aimed at engaging the student body in sustainable efforts. This is the second consecutive year EIU has been honored with this distinction.

## G. University Highlights (Cont.)

### STUDENT SPOTLIGHT

**Health studies project best in nation.** Health studies majors Emily Schumacher, Caitlin Clancy and Ericka Duncan took first place in the American Association for Health Education's 2012 National Undergraduate Case Study Competition in Boston with their case study "BUST!: A Program to Reduce Underage Drinking in Boston Public Schools." The team was one of eight teams selected to participate. EIU is one of only two schools to participate in the competition every year of its existence. The 2011 team, which also included Schumacher, took second place at the competition in San Francisco.

**Panther Service Day marks 10th anniversary.** More than 600 student volunteers joined with community members to celebrate the 10th anniversary of Panther Service Day on April 20-21. The event included a Friday night 2.5K walk/run to benefit Charleston Teen REACH, as well as more than 20 service opportunities throughout the day Saturday. During the past academic year, EIU students completed more than 100,000 hours of service to the community.

### FACULTY/STAFF NEWS

**Methven receives NSF funding for role in major project.** Professor Andrew Methven, biological sciences, is collaborating on a National Science Foundation-funded project, "The Macrofungi Collection Consortium: Unlocking a Biodiversity Resource for Understanding Biotic Interactions, Nutrient Cycling and Human Affairs." The project's total grant award amount is more than \$2.8 million, and EIU will receive more than \$50,000 for Methven's role. The study, led by an employee of the New York Botanical Garden, will digitize and share online data regarding the 1.4 million dried scientific specimens that have been collected over the past 150 years in 35 institutions in 24 states. The resulting database will further the understanding of the diversity of these organisms and the relationships between macrofungi and the other species.

**Young receives Distinguished Faculty Award.** Bailey Young was honored with EIU's 2012 Distinguished Faculty Award by the Faculty Senate. Young -- a professor of medieval history, French history, and archeology -- joined the EIU faculty in 1994.

### ALUMNI ACTIVITIES

**Stewart tops all competition in international stair-climbing rankings.** Despite spending his college years in a county where the tallest building is EIU's Stevenson Hall, Justin Stewart '11 is now the highest-ranked competitive stair-climber in the world. So far in 2012, his first full year of racing, he has placed first in nine races (including Chicago's Hustle Up the Hancock and the 180-floor Presidential Towers event, where he set a new course record) and also took a respectable 17th-place finish in the Empire State Building Run Up. If Stewart is still among the world's top three stair-climbers in August, he'll earn an all-expenses-paid trip to Columbia for the World Cup Championships.

## G. University Highlights (Cont.)

**Bottomley receives State Department scholarship to study language in Indonesia.** Daniel Bottomley '06, a doctoral candidate in political science and international relations at the University of Delaware, has received a prestigious Critical Language Scholarship from the U.S. State Department that will allow him to participate in two months of intensive language training at the Institute of Indonesian Studies in Malang this summer. Bottomley was introduced to Indonesia and its language through a study abroad trip he made there as an EIU student.

**Harris receives Fulbright scholarship for study in Spain.** Patrick Harris '08, a graduate student at Western Michigan University, has received a Fulbright scholarship that will allow him to travel to Spain to research "The Latinization of the Mozarab Community in Toledo." He earned a master's degree in history from EIU. The Fulbright U.S. Student Program is the flagship international educational exchange program sponsored by the U.S. Department of State.

**Keiper writes top-selling book promoting self-reliance in face of new economic challenges.** Only a few days after its release in Spring 2012, "Life Expectancy: It's Never Too Late to Change Your Game," the first book by William Keiper '72, was a No. 1 Amazon Hot New Release in multiple categories. In April, the e-book version became Amazon's top seller in the categories of retirement planning and aging. In May, it took first place among all eBooks in the 2012 Paris Book Festival. "Life Expectancy" advocates a "new form of self-reliance" for Americans facing the changing economic challenges. Keiper argues that people must become proactive in changing their lives by focusing on their individual strengths -- and that it's never too late to do that. Keiper, who has served as chairman of the board, chief executive officer and president for many public and private companies, followed his own advice by starting his own consulting firm. Keiper received the EIU Alumni Association's Distinguished Alumnus award in 2011.

**Gov. Edgar recounts lessons learned at EIU.** Jim Edgar '68, former Illinois governor, returned to his alma mater to give a student-oriented presentation, "Unobstructed Views: Lessons Learned from Charleston to Springfield," detailing how his education and experiences at EIU helped him succeed. The address was part of the Edgar Speaker Series, which Edgar and his wife, Brenda '98, established in 2007 to bring speakers to campus. Past speakers have included Mike Lawrence, Edgar's former press secretary and senior policy adviser; historian and biographer Richard Norton Smith; author/reporter James L. Merriner; Washington Post columnist Dan Balz; and David Yepsen, director of the Paul Simon Public Policy Institute at Southern Illinois University, Carbondale.

**Local '20 Under 40' list includes dozen EIU alumni.** A dozen EIU graduates (including some who are EIU employees) were named to the JG-TC's "20 Under 40" list, which honors successful young people who contribute to the region in various ways. EIU alumni who were honored were Kimberly Abell, Greg Aydt, Brandon Combs, Rachel Fisher, Monica Genta, Sarah Holsapple-Miller, Kurt Rankin, Malia Smith, Jennifer Staskiewicz, Erica Stollard, Kelsey Swing and Ryan Whitlock.

## G. University Highlights (Cont.)

### FOCUS ON ATHLETICS

**EIU Hall of Fame inductees announced.** Five new members will be inducted to EIU's athletic Hall of Fame on Nov. 10 prior to the Panthers' home football game against Southeast Missouri. Entering the Hall of Fame this year will be former athletes Audra Frericks, Matt Marzec and Kyle O'Brien; former swim coach Ray Padovan; and friend of athletics Johnie Meisner.

**EIU takes second in OVC Commissioner Cup standings.** EIU finished second in the Ohio Valley Conference Commissioner's Cup standings with 101 points, just behind this year's winner, Eastern Kentucky, which had 106.5 points. The award, which was initiated in 2009, was won by EIU in 2010 and 2011. This year, EIU posted five conference championships (men's indoor track, women's indoor track, men's outdoor track, women's outdoor track and women's cross country), with three second-place finishes in three additional sports (men's cross country, women's basketball and softball). The Panthers baseball team just missed claiming a bonus point, as they lost in the championship game of the OVC Tournament.

**Track and field athletes take top OVC honors.** Zye Boey, Mick Viken and Jade Riebold all won Athlete of the Year honors from the Ohio Valley Conference. This was Boey's third OVC Track Athlete of the Year award in his four-year outdoor career. Boey was also named the OVC Male Athlete of the Championships after helping the Panthers win their fourth straight OVC outdoor track title. This season, Boey set EIU outdoor records in the 100-meter dash, 200-meter dash and 4x100 relay. Viken, who holds the OVC and school records in the pole vault, earned his first OVC Field Athlete of the Year award. Riebold, who broke EIU and OVC women's records in the pole vault and qualified for this summer's U.S. Olympic Trials, earned her first OVC Field Athlete of the Year award. All three athletes advanced to the NCAA national championships, held in early June.

**Spoo inducted into OVC Hall of Fame.** Former EIU head football coach Bob Spoo has been inducted into the Ohio Valley Conference Hall of Fame, which has honored 70 coaches, administrators, faculty and staff since its creation in 1977. Spoo, who served as EIU's head coach from 1987 to 2011, retired with 144 career victories, nine Football Championship Subdivision playoff appearances, five OVC championships and three OVC Coach of the Year awards.

**Garrity joins Chicago Bears.** Former EIU offensive lineman Mike Garrity has signed a workout contract with the Chicago Bears. Garrity appeared in just seven games in his EIU career due to injury. Back to full strength in early January, Garrity participated in Northwestern's pro day and performed well enough to be invited to the regional NFL Combine in Detroit in March. He worked out for the Bears a couple of weeks later and is now under contract to start camp with his hometown team.

## H. Other Matters

## **I. Public Information**