

Griffin for exemplary service as a member of the Western Illinois University Board of Trustees 2006-2013 Jack Thomas, President Western Illinois University. Thank you very much.

Chair Epperly said t

know when it was a year or two ago, I was involved in a complaint issue. I call them a gift, complaints are a gift. So I was involved in the issue that a person that had gone to school here 40 years

WHEREAS Mr. Houston has admirably served the students, faculty, staff and alumni of Western Illinois University and the citizens of the State of Illinois as a member of the Western Illinois University Board of Trustees for the period of May 1997 – February 24, 2013; and,

WHEREAS Mr. Houston has provided exemplary service and brought pride to both the Board of Trustees and Western Illinois University by his contributions to higher education; and,

WHEREAS Mr. Houston served the Board of Trustees for three years as Chair, four years as Vice Chair and also served as Chair of the Audit Committee and Chair of the Finance Committee; and,

WHEREAS

Plan: Higher Values in Higher Education, the WIU-Macomb Master Plan: Campus is the Classroom and the WIU-QC Master Plan: Vision 2020, the Technology Strategic Plan, as well as leadership, and several new programs including liberal arts and sciences, nursing, engineering, museum studies, forensic chemistry, meteorology and emergency management; and,

WHEREAS Mr. Houston will always be a valuable part of the history of Western Illinois University having served during significant events in the history of Western Illinois University including; the first building of the Quad Cities Riverfront Campus, the Multicultural Center, Grote Hall and the DPS building were built, there was a groundbreaking for the Performing Arts Center, and numerous renovations took place, including Memorial Hall, Corbin and Olson Halls, the student

Trustee Ehlert Fuller	Yes (VIA TELECONFERENCE)
Trustee Epperly	Yes
Trustee Savala	Yes
Trustee Taylor	Yes

CHAIRPERSON'S REMARKS

Chair Epperly said with that, good morning ev
where we start with some introductions here, and I think we should probably go to the most important

We had a second Fulbright Scholar in the past 12 months. Professor John Carlson was not quite 12 months ago, and I think just recently Professor Joe Dobson was recognized.

President Thomas has be

Luther King Dinner in Chicago in the past several months. April 26th he will receive the distinguished alumni award from IUP, correct? Congratulations. I think he deserves a hand. The audience applauded.

WBBM on Tuesday, again, Chicago radio station. Whenever I hear Western Illinois, I jump up and down, much news in Chicago. WBBM on Tuesday said that WIU is one of 842 libraries to receive the Muslim Journeys bookshelf, and actually then I saw it on the website and I want to the one that applied for

the grant I

Baseball defeated the #1 team in the nation at the time in Arkansas and beat Michigan two out of three games here last week.

and Yvonne Savala, and also I would like to welcome back to the Board-Trustee Carolyn Ehlert Fuller. board. I also want to thank Bill Griffin and Mike Houston for their service and commitment to Western Illinois University. We will miss having them here on the Board.

I hate to start with doom and gloom. However in terms of the budget, we continue to communicate with the campus and our constituency groups as we receive information. In fact, I sent a letter out to update the campus community on our budget situation a couple of weeks ago. The State currently owes us about \$39.5M for our appropriation and about \$5.6M for the spring MAP awards. Last year at this time, these numbers were \$31.5M and \$5.7M respectively. schedule that they set forth in December. If this schedule continues, they will still owe us about 45% of our appropriation to be paid during the lapse period.

al 5%. This would mean around a \$2.6M reduction for Western. We are working with our local legislators and others to discuss the need for a more reasonable allocation for Western and all of higher education. Given the G become a reality. We, as a campus, have worked hard to ensure our financial strength and will continue to do that and will continue to do what it will take to make sure that we are not only meeting payrolls and financial obligations, but also to make improvements in critical and strategic areas. We are having to be very strategic in what we do as a leadership team. And in order to continue to move this forward during institution. The VP areas will be presenting their accomplishments and FY14 budget requests to the campus on April 19th, so you all are invited. We hope to see a lot of you there during those presentations.

Earlier this month, the Budget Director Matt Bierman and I traveled to Springfield to meet with key legislators. Jeanette Malafa, our Government Liaison person facilitated a very, very aggressive schedule for us when we were down there, and we got a lot accomplished. We met with key legislators to discuss the issues we face here at Western. We talked about the WIU funding. We solicited support for the Performing Arts Center, and we talked about the Quad Cities as well as our success in the recruitment of minority students and

for us, but also at most public institutions across Illinois. The largest obstacle that we face with our

I also want to congratulate Kerry McBride on being married last Saturday. A former president named Al Goldfarb did the ceremony, so we are pleased and we want to congratulate Kerry with the name of Mrs.

comments you may have.

Chair Epperly said questions? Comments? One thing. I _____ ut when I was here the last couple days some inside scoops around campus, and one was that the President Thomas, Mayor Inman, and the Superintendent, CEO of the hospital were brought on stage last week when the, was it the juggernauts were there? And I guess the scene was not pretty. They dressed them up in space odyssey suits or astronaut suits, whatever you call them, I call it space odyssey 2013 or whatever. They were on _____ forth, so you also receive a bag of popcorn.

Chair Epperly continued just a couple things from a logistics standpoint. One, _____ , a couple booklet. If you received a booklet number one, _____ people commented to me how thin it was. I said one. W

doing it for years, you know nobody suggested it. And all of a sudden
T _____ . Y

been passed deal with retirement age, a ceiling on pension payments, limiting annual increases and choosing between annual payment increases and health care coverage. The debate is 1 some for all of us S piecemeal right now, so I believe in May we will see more reform measures hopefully taking effect.

This session has been a busy first year for this General Assembly. I am tracking about 100 bills that affect the university and higher education. Of these pieces of legislation, on ones that are moving

You could say this is the year of the veteran in General Assembly higher education legislation, many bills on veterans. House Bill 1163 provides that if a person is a veteran that universities shall deem that person to be an Illinois resident for tuition purposes even if they are not a resident. WIU, being a military-friendly school already helps our veteran students do this, so

politics is local, so good point. Chair Epperly said right, so food for thought. Any other questions,

Trustee Taylor said I have a question on concealed carry. How is that going to affect the University,

Chair Epperly said and food for thought, can we find a different just a suggestion a different name than First Year Experience name in there on it. Provost Hawkinson said I will pass that on to the committee and have them look at the Provost, comments? Thank you.

Advancement and Public Services

VP Brad Bainter said thank you. Starting with University Relations, obviously very busy promoting numerous events and activities throughout the course of the year: timely warnings, meeting requests, and updates, weather related announcements, and continue to support the Think Purple branding campaign through advertising designs, etc., coordinated with Admissions the 2013-2014 student recruitment publications, and coordinated numerous media interviews with WIU faculty and administration.

Visual Production Center (VPC) continues to chronicle the daily life and times of Western Illinois University through their photography efforts and continue to design and produce large projects for campus and community organizations including many of the marketing pieces you see around campus and throughout the community.

Marketing, our Think Purple 30-second commercials currently are airing on KHQA out of Quincy, and also aired on Fox College Sports during the Summit League tournament. Our 15-second spots will be the FY14 marketing opportunities. The more we market, the more opportunities are presented to us. We

Chair Epperly said I missed it, Rocky on Parade, they were doing how many of those? VP Bainter said 12 I believe. Chair Epperly continued are they all sold? VP Bainter said yes. Chair Epperly said super. Any other questions, comments for Brad? Thank you Brad.

Student

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For the students who participated in the mentoring program, the freshman students returning in the Spring, they returned at an 85% rate, and that was about 2/3 of the class. The students that did not participate in the mentoring program returned at 75% rate to the spring, which gives us an overall fall to spring retention rate of 82%. Now when we project that in to next fall, it looks challenging to be very

vely to get more students involved in this mentoring program, and requirement of that course that these students participate in this mentoring process.

Chair Epperly said Steve Nelson, who many of you know is a former board member, sent President

brought up something and I told him I would bring it up

has a daughter here and has a daughter at another school out east. He pointed out that his daughter can ever

that time period is. Theoretically, she could come back to Western, live in the residence hall, eat for 6

now, but I think that should be reviewed and analyzed and data-

not only do students get it in paper, but they get it electroni

The annual IHC/SGA formal is pleased to welcome the University Union Board as a sponsor of the event this year. We are so thankful for the students, faculty, staff, administrators and Trustees that participated.

The Executive Branch of SGA will oversee a campaign to bring awareness to students on how to update allows students to receive text messages in the event of an

of community colleges have already gone smoke-free, so the Faculty Senate did vote to endorse and we hope the legislation will move forward.

Journal of Disciplinary Writing Would you explain that a little bit? Steve Rock said sure thing. One of the graduation requirements students have is to complete a writing in the discipline course, and each department each major has its own course designated so called WID designation. That does involve a lot

Civil Service Employees Council President – Bill Rupert

Chair Epperly said finally, Bill. Bill Rupert said just a couple of points to add to the information. The luncheon t

rd
the purchasers to become independently wealthy. In terms of the scholarship campaign, that endowment fund money funds the scholarships. Since e to give over \$150,000 in scholarships to civil service employee dependents, and over \$24,000 in book awards to civil service employees that have returned to school to improve their education. Finally, we have elections coming up in May, and new officers

The submitted CSEC report is as follows:

The Civil Service Employees of the Month for January 2013 was Lynn Bainter of Building Services, for February was Anita Sells, Human Resources and for March was Peter McMeekan of Public Safety. We would like to thank these employees of the month for their service to the University.

The CSEC will be mailing an appeal for the Civil Service Scholarship Endowment Fund contributions which provide on-going financial support to the CSEC Scholarship and Book Award programs.

rd and will be held in
the Stude
catered by HyVee. Raffle tickets will be on sale from CSEC Council members for numerous prizes. Donations beyond costs go towards the CSEC Scholarship fund.

Chair Epperly said with that, we will take a 15-minute break, by my phone it says 10:44. We will resume

The Board took a break at 10:45 a.m. The meeting resumed at 11:00 a.m.

FINANCE COMMITTEE REPORT

Chair Epperly said

ions by Vice
President Brad Bainter.

Report on Contributions

VP Bainter said thank you. As was mentioned earlier the campaign is moving along quite nicely. We are approximately 93, moving toward 94% of our goal of \$60M by December 31st of this year. Contributions this year are between \$5- things I think still in the works that can come this year so far, so just a big thanks to our alumni and

WHEREAS a complete renovation will be accomplished in up to five phases, as indicated in the

Ventilation Contractor: \$ 476,780.00 Johnson Contracting, East Moline, IL
 \$ 479,000.00 Frank Millard, Burlington, IA
 \$ 667,450.00 Mechanical Services Inc., Galesburg, IL

 \$ 445,000.00 _ Pipco, Peoria, IL
 (Non-responsive Missing BEP form)

 \$ 239,900.00 ì Warner Plumbing, East Peoria, IL
 \$ 322,475.00 ì Mechanical Service Inc., Galesburg, IL

 \$ 257,000.00 _ Pipco, Peoria, IL
 (Non-responsive ì Missing BEP form)

Local funds

ow. We

ACADEMIC & STUDENT SERVICES COMMITTEE

Chair Epperly said
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this is through this last year. W
slightly reduce again, but the other thing that happened which really made a difference to students was

The GradCenter currently is rich in that it has 10 institutions taking classes. You, as a Board, said that again you may host courses at Western Illinois University compete with the programs we offer. Where there is competition, those courses are located at St. Ambrose University, and vice versa for St. Ambrose where the center where you approved us having classes is much like and probably Bill Epperly is the only one who remembers when we used to have subcommittees meet and then you would repeat subcommittees as a committee of the whole, and then th

The Quad Cities Graduate Center has really blossomed in enrollment and you can see the history all the way from 1969 to last year the growth as you see in 1997 continuing on through the 2000s is the emergence of graduate programs from Western Illinois University and St. Ambrose University. You see . St. Ambrose does a lot of cohort as opposed to letting students start

Illinois funding went up a little bit and Iowa. The GradCenter has not historically gone into grants and contracts or other sources of private revenue. We locally.

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we get into making challenges opportunities or the more positive note is high school graduates are down school enrollments now translate to declines in graduate enrollment later on.

So, what does this all mean, and how would we like to go forward? One, the GradCenter will still be a site where programs can come into the facilities at Western or come into the facilities at Ambrose, but

Student Health Insurance Program

Trustee

Vice President Julie DeWees, Vice President Dr. Gary Biller, Assistant Vice President for Administrative Services Dana Biernbaum, and the Director of the Beu Health Center Mary Margaret Harris. That is being
mike to you guys. Dana Biernbaum said alright, I will try to keep this brief. You have received an advance copy of the report. This is another situation where I appreciate your flexibility and patience with the procurement process. Wherever possible, we try to drive our procurement processes along the Board timeline so that things can be done in time for your approval at these pre-established meetings. This was one situation where we did not want to push too quickly and make a rushed decision because this is something that not only is it a significant cost to both the University and our students, but we want to make sure

a few
moments.

Pursuant to your request in the December meeting we established a sort of task force of folks who sat down and had some conversation about how we want to move forward with our evaluation of options in the marketplace for moving from a self-insured plan as you may know we are in our ninth year of being self-insured so the University is the insurance provider to our students currently, but given the uncertainty in the health care reform world right now we wanted to look at other options. So, possibility of moving into a fully insured program and buying insurance through a commercial carrier, and the task force I first for the record want to express my appreciation to the people who have worked very diligently on this effort. Trustees Griffin and Early were tremendous guidance and support to us early in this process, so I appreciate both of them for their support and input and Vice President DeWees participated in the initial meeting and Mary Margaret Harris and Digger Oster have done a tremendous job of researching and establishing the criteria that we included in our solicitation that we put out to the marketplace. It was a very well thought out and comprehensive request for proposals that we put out, and we see in the resu couple of really good proposals.

We did put it out on the street and asked for proposals from the marketplace, and we received three proposals. One from Academic Health Plans which would be a fully insured student health insurance program underwritten by Blue Cross Blue Shield of Illinois. Another we received from the Midwest Higher Education Compact, and the program there would be again fully insured student health insurance and it would be underwritten by United Health Care, another major player in the market. And then, we received a third from Consolidated Health Plans, which is a wholly-owned subsidiary of Berkshire Hathaway. Unfortunately we were not able to read their proposal because they were not at the time of proposal opening registered with the State Board of Elections, and that is a requirement of our Procurement Code, so the fact that they submitted a proposal that would take them over the \$50,000 of business with the State of Illinois

Elections registration at the time that the bid was open which was on the 21st of March. So, unfortunately they are now registered with the Board of Electi proposal, but the first two are currently under review with regard to their technical merits, and the way the procurement process works from this point forward is we review them on technical merits on

What additional types of things are they willing to cover with regard to prescription drug benefits or other ed? What are their claims administration processes? How well will they

perspective now, and the state law precludes us from being able to evaluate their pricing until we have fully evaluated technical.

So, the next step in our process is the week of April 8th, we will be meeting with them in person to get clarification on some of the aspects of their proposals, their technical proposals and in those in-person

-person presentation, and then Q & A regarding their technical qualifications. And then, subsequent to that the evaluation committee will be scoring their technical merits, and then we will move into the pricing phase. So, we hope to wrap this up very, very quickly but again we want to make sure that we are giving it due diligence and doing a good thorough review. We will be involving student input into that in-person meeting process so that we are

invitation to Caleb Markey to represent SGA on that process as well. So it is a thorough process, but hopefully we will end up with the best possible result, and we are also once we get to pricing, that will be a key factor in our consideration is how can we make sure that we are containing cost for our students as well. We do not want student health insurance to be a barrier for our students in terms of their ability to pay for school, but we certainly want them to have appropriate coverage in place if, God forbid, something should happen. We want to provide a range of opportunities and have proper coverage in place.

So with those goals in mind, we continue through the process. One change to the report from what you see in writing

pass the resolution that will be up for consideration in the very next agenda item, then there will be no need for a special meeting in mid to late April as the report indicated, because the resolution will delegate

the report, are there any questions?

Chair Epperly said is the local hospital work with both of those providers? Dana Biernbaum said yes.

especially when it comes to out of pocket costs. You know we have to be conscious to that and to know what percentage that they are willing to cover under this student, because we know the younger they are the higher the insurance premium normally is. Dana Biernbaum said sure, absolutely. We will be happy to share that information with you.

Trustee Taylor said one more question as it refers to, as it pertains to the McDonough County Hospital, is this going to be 100% coverage or is this word when yo

was written is that the charges for things that are covered at Beu Health Center would be covered 100% with no deductible just like it is now as a cost containment strategy and to steer students towards the local health care available on campus. For any off-campus provider, it would be based on, similar to what we have now, which would be like an 80% coverage for those in network. Trustee Taylor said any more questions?

Trustee Cole said so McDonough County Hospital would be in network for both plans? Dana Biernbaum said correct. Trustee Cole said I wanted to ask that beca
nding out students away from here

have been confirmed to be in their network, but we look at not only where we are physically but all over the state, so that when they go home to their home towns they also have coverage there, and clearly with
twork there and since United Health Care has one of

grateful that both of these proposals are major players in the market and offer thousands of health care providers across the state in their network that would be primary care physicians in their network.

Trustee Taylor said any other questions?

Resolution No. 13.3/2: Student Health Insurance Program

Trustee Taylor said any other questions? .3/2: Student Health Insurance Program. If you have any questions, you can forward them now

Trustee Epperly moved to approve Resolution 13.3/2: Student Health Insurance Program. Trustee Early seconded the motion.

Trustee Taylor asked for a roll call. Kerry McBride stated again, this is for what was just passed out this morning delegating authority to the President.

Roll Call

Trustee Clawson	Yes
Trustee Cole	Yes
Trustee Early	Yes
Trustee Ehlert Fuller	Yes (VIA TELECONFERENCE)
Trustee Epperly	Yes
Trustee Savala	Yes
Trustee Taylor	Yes

Motion Carried.

Resolution:

WHEREAS Western Illinois University has maintained a self-insured Student Health Insurance Program since July 1, 2004; and,

WHEREAS Western Illinois University has reviewed the self-insured Student Health Insurance Program; and,

WHEREAS self-insured Student Insurance Programs are exempt from the provisions of the Patient Protection and Affordable Healthcare Act (PPACA); and,

WHEREAS students will be required by the PPACA to have minimum essential healthcare coverage by January 1, 2014, or face a federal monetary penalty; and,

WHEREAS self-insured student health plans cannot be included in this regulation, and recognized as minimum essential coverage under PPACA without a change in law; and,

WHEREAS a change in the law that would allow self-insured student health plans to be recognized as minimum essential coverage under PPACA would result in a significant increase in the student benefit fee and increased financial risk to the University; and,

WHEREAS a self-insured Student Health Insurance Program would no longer provide a financially beneficial option program for students of Western Illinois University;

WHEREAS a Plan of Transition from the Self-Insured Student Insurance Program has been included as an addendum to this resolution and includes a claims run-out period of August 1, 2013 July 31, 2014;

WHEREAS Western Illinois University has solicited proposals for a Student Health Insurance Plan and to State of Illinois law; and

WHEREAS Western Illinois University will identify the proposer who best meets the technical and financial specifications of the University and will meet the needs of the student body:

THEREFORE be it resolved that the Board of Trustees approves the discontinuation of the Western Illinois University self-insured Student Health Insurance Program as proposed effective 11:59 p.m., July 31, 2013; and

THEREFORE be it further resolved that the Board of Trustees of Western Illinois University delegates to President Thomas the authority to select and execute a contract with the proposer who offers a Student Health Insurance program that best meets the needs of the University and its students.

Transition from the current self-

Estimated Budget for Self-Insurance Claims Run-Out Period (August 1, 2013 July 31, 2014)	
	FY 2014
Staff	\$123,300
Fringe	\$1000
Commodities	\$500

back. But sad to say, well my freshman year here so I go back to 1963. Anyway, I do want to thank Mary Margaret for we had a tour yesterday of the Center, and it was very informative and I thought very, well just very informative.

couple months behind

entative to stay on top of it, and give us any if he has any input, questions, whatever. So I appreciate the three of you for doing that over the past several months.

AUDIT COMMITTEE

Cathy Early, Chair, Cathy. Cathy

minimize them sometimes it may be immaterial, but sometimes are reported no matter what the materiality of the finding is.

VP Rives said be nice to your fellow Vice President.

VP Rives said at the last summer Board, Western Illinois University Board of Trustees meeting, I was charged to get a long term planning committee together to look at the near, 5-year, and 20-year future of Western Illinois University. You might recall that the reason for this long-term planning committee was Trustee Ehlert Fuller discovered the article **The Power of Strategic Thinking** adopted by the Association

me to send you copy or link just please let me know. In brief, what the article talks about is institutions of higher education need to find an idyllic balance between both strategic planning and strategic thinking, so the question becomes what is strategic planning and you as a Board have guided us through the years on our strategic plan

where it wants to go. Strategic thinking, according to the article is positioning the university for an even longer term future. And the article argues that institutions of higher education when they strategic plan

according to the article is institutions can be too heavy on strategic planning and too light on strategic thinking. You as a

heavy on strategic planning, to go back to the old idiom that you can see the trees but not the forest, o micro. O

said, just being macro you might miss some of the details. You might notice in the upper left hand corner ty for

organization. They have never professionally endorsed a planning methodology until this article,ateisl 0 0 1 723ole,ateis

think into the future and position this great university for even higher levels of greatness in the years

So to begin our meeting on trends with higher education, we had two representatives from the Illinois Board of Higher Education come and make presentation on what they saw as statewide coordinating board members of what are data, challenges, opportunities for Western Illinois University, and in 90 minutes we received 87 slides and 46 trends in higher education. That, and the point is not that you read

so normally distributed in reception. Some people thought the speakers were right on the money. Some

is what the state gives the institution annually. The white is what students and their families pay to come to Western Illinois University. For all public universities, the story is the same. The State is giving less,

Community college partnerships is something the committee has been talking about as a great opportunity
community college friendly. Your President Thomas this morning talked about
reverse transfer agreements, dual enrollment agreements. You can see nationally the percent of
community college enrollments compared to four-year institution enrollments. In the State of Illinois, the
percent of students starting at a community college is actually much greater, so the partnerships the
committee believes that we have with community colleges only needs to get stronger.

appropriateness of differential tuition either by campus or different majors which I think should strongly

and etc.?

at Ju

a buzz word. I call it a buzz word, but to me the biggest advantage of an entrepreneur is speed. And so if you want to be entrepreneurial, we got to be fast and so

I think its something that should be strongly looked at and brought back to the Board as soon as possible. And

THEREFORE be it resolved that the Board of Trustees of Western Illinois University approves for public disclosure at this time the following executive session minutes: December 14, 2012 and January 15, 2013.

Resolution No. 13.3/4: Calendar Year 2014 Board Meeting Schedule

community, and those will be shared with you in anticipation of the second reading if you choose to go to a second reading.

Chair Epperly said Julie, do you want just to give a synopsis of that, what that resolution is? VP DeWees said yes. Currently, we require presidential approval of any purchases over \$100,000. They require

our Board Regs updated

still provide you information of any purchases between \$100,000-\$500,000 just to keep you informed. I would kind of like to be able to send those out to you on a quarterly basis, so that you have them instead

- a. All transactions and purchases (excluding real property) of \$500,000 or more (except as specified in paragraph d. below) shall require approval by the Board. All transactions involving real property of \$250,000 or more shall require approval by the Board. When real property is acquired, the President or his designee shall make a report to the Board which shall include a needs assessment, appraisal by a professional certified appraiser, intended use of the property, physical and structural review of the property, and legal review of the proposed transaction.
- b. Except as specified in paragraph d. below, purchases by the University of at least ~~\$100,000~~ **\$250,000** but less than \$500,000 shall require approval by the President.
- c. Authority for approval of purchases other than those referred to in paragraph a. above is delegated to the President for the Board.
- d. Approval by the Board under paragraph a. above is not required for the following purchases: natural gas, utility services, fire protection, library books and periodicals, textbooks, food products (including livestock feed), entertainment services paid for with student fees and/or ticket sales receipts, resale items, postal charges, athletic team travel, memberships and dues, student activity group travel, contracts bid through Central Management Services or other government agencies, and approved items bid through the Illinois Public Higher Education Cooperative.

2. Reports

At each regular meeting of the Board, the President for the Board shall present a report on purchases of at least ~~\$100,000~~ **\$250,000** but less than \$500,000 (other than purchases listed in paragraph 1.d. above) made since the preceding regular Board meeting. Such reports shall be prepared in accordance with guidelines issued by the Board.

V. Administrative Affairs (continued)

B. Purchases (continued)

3. Contract Preparation and Signature

- a. The Board of Trustees, constituted as body corporate and politic, is the contracting entity for all contracts involving the Board and the University. All such contracts shall bear the name of the Board and, as appropriate, shall also include the name of the University as follows: "Board of Trustees of Western Illinois University."
- b. All contracts which an authorized employee believes may raise legal issues shall be submitted to the President or his designee for approval as to legal form before they are signed.
- c. Contracts in the name of the Board alone shall be signed by the Chairperson and Secretary of the Board or, where appropriate, by university officials authorized to sign such instruments in the names of the Chairperson and Secretary.
- d. The President or his/her designee is authorized to sign all contracts for the University.

4. Letters of Intent

A letter of intent (or similar document) may be signed by the President or his/her designee for the University when in their judgment a letter of intent is necessary to ensure receipt of an advantageous price or delivery date for goods or services and approval of the purchase by the Board as required by paragraph 1 cannot be timely obtained. Such letters of intent shall provide that the purchase may be terminated without any cost, liability, or obligation if approval of the Board as required by paragraph 1 above is not obtained by a specified date and shall contain such other conditions as may be considered appropriate by the person signing the letter of intent.

5. Internal Management Guidelines

The President, in consultation with the Vice Presidents, shall develop internal management guidelines concerning purchases, which shall include the following provisions and such other provisions as are necessary and appropriate.

- a. Provisions intended to ensure the fair and equitable treatment of all persons who provide goods or services to the Board.
- b. Provisions intended to foster competitive bidding and economical procurement to the greatest extent possible.
- c. Provisions intended to encourage the economical utilization and replacement of vehicles.

The guidelines and any changes shall become effective when approved by the Board.

V. Administrative Affairs (continued)

B.

- d. In addition to the above, all change orders must be issued in accordance with the provision of the Illinois Procurement Code (30 Illinois Compiled Statutes 500/et seq.).
- e. Prior approval by the President or his/her designee shall be required for each change order which results in a contract amount of less than \$500,000, if the change order (1) increases a contract to ~~\$100,000~~ **\$250,000** or more, (2) exceeds a contingency previously approved by the President (or designee), (3) or increases a contract previously approved by the President (or designee) without a contingency.
- f. Prior Board approval shall be required for each change order which (1) increases a contract to \$500,000 or more,

WHEREAS the Western Illinois University Board of Trustees must approve changes to Regulations prior to implementation; and,

WHEREAS Western Illinois University coaches are appointed as temporary employees; and,

WHEREAS Western Illinois University wishes to require temporary coaches to utilize accumulated vacation leave within the year it is accrued:

THEREFORE be it resolved that the Western Illinois University Board of Trustees approves First Reading of the revision to the Regulations Section II.B.12.j. Benefits for Coaches.

II. Employees (continued)

B. Faculty and Administrative Employees (continued)

12. Employee Benefits (continued)

j. Benefits for Coaches (Approved March 26, 2010)

The following provisions shall apply only to coaches, who for the purposes of this subsection are defined as temporary administrative employees appointed for terms pursuant to written contract, or in the event of no written contract to terms of not longer than twelve months, and more than half of whose assignment is coaching intercollegiate athletics.

(1) Notwithstanding any of the other benefits provisions of these Regulations, coaches may be given an appointment which entitles them to the employee benefits described in Section II.A.9. and Section II.B.12. above, (subject to the requirements thereof concerning application and eligibility), but with the following benefits:

(a) Coaches appointed hereunder shall be entitled to cumulative vacation leave which shall be earned at the rate of two days per month for each month in the term of appointment. Vacation leave may be accrued up to a maximum of ~~48-24~~ days. [An employee who accrues the maximum will earn no further vacation

maximum.] Upon termination of employment, -185(vaca)-3(tio)-3(n)] TJesA.,9 6257.6 Tm[(p and

agreement with different sick leave benefits will receive those benefits according to their agreement.] Deductions of sick leave shall not be made during any Board approved holiday. No lump sum payment shall be made for cumulative sick leave earned after January 1, 1998. No more than five days of sick leave shall be deducted in any one calendar week.

Resolution No. 13.3/7: Revision to Board Regulations, II.B.12.c.5. and II.C.7.d.4., Employee Benefits Sick Leave –

THEREFORE

Board, he or she shall not be entitled to have any such sick leave so restored.

- (6) The Board, through its authorized representatives, reserves the right to require acceptable evidence of illness or disability with respect to the use of sick leave.

Employees (continued)

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provision of these Regulations. An employee may use up to twelve (12) days of earned sick leave per calendar year for absences resulting from the illness or injury of a parent, spouse, domestic partner, or child. The use of sick leave for familial purposes in excess of the twelve-day limit may be granted by the employer representative upon evidence of need and recommendation of the supervisor.

Kerry McBride said those will all come back in June. Chair Epperly said I was just going to say both those things will come back in June or three of them I guess will come back in June. Input will be

eting

move forward with this.

OLD BUSINESS

Chair Epperly said

one or more Board members do not have contact information on their website. This was mentioned at the recommendations of the Penn State board from that standpoint.

Chair Epperly said did I miss something? President Thomas said we need to do the Michael Houston read it. Chair Epperly said oh, we have to read it? Kerry McBride said well, we should. Chair Epperly said oh, ok.

meeting a number of months ago, one of the recommendations that came back to the Penn State Board of Trustees after everything there was that they did not have contact information listed on their website for all Trustees, and they felt that they should the website for all Board of Trustee

direction. Kerry McBride said specifically an email. Some of you have email and maybe an address, but at least having an email for contact would be very much appreciated if you agree to do so.

Chair Epperly said then the Trustee appreciation. Do we have to read that? Kerry McBride said well, we think it would be fabulous to recognize the work that he did. Chair Epperly said Cathy, would you like to read that one? Trustee Early said you bet.

Trustee Early read Resolution No. 13.3/9: Trustee Appreciation J. Michael Houston verbatim. Chair same time. Chair Epperly said yes, we voted on both.

NEW BUSINESS

Chair Epperly said new busines

off base here. We were
contacted by the McDonough County Power Company, if I got the wording right there, co-op, and as

Roll Call

Trustee Clawson	Yes
Trustee Cole	Yes
Trustee Early	Yes
Trustee Ehlert Fuller	Yes (VIA TELECONFERENCE)
Trustee Epperly	Yes
Trustee Savala	Yes
Trustee Taylor	Yes

Motion Carried.

Resolution:

WHEREAS the Board of Trustees of Western Illinois University has determined that the property here

NEXT MEETING

Our next meeting will be June 7, 2013, at the Quad Cities Riverfront Campus in Moline.

There being no further business to come before the Board, a motion was made and duly processed to adjourn the meeting of the Board at 12:33 P.M.

William L. Epperly, Chair

Kerry L. McBride, Administrative Assistant to the Board

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