

III. ACTION ITEMS

A. **Approval of Minutes**

March 11, 2011 Board Meeting

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

1) **Purchase Item:** University Court Parking Lot Improvements

**Description/Explanation:** This purchase is for improvements to the west half of the University Court Parking Lot. Work would include all labor and materials for removal of the existing paving, installation of an underground drainage system and repaving of the lot. This project was originally approved by the Board of Trustees in 2010, but was stopped when the State's cash flow issues started. In order to proceed with this project when the construction season begins and to obtain the approval of the IBHE on a timely basis, we are asking the Board of Trustees to approve this item before the bids are received. The low bid in 2010 was \$779,323 (including contingency) and it is our understanding that asphalt prices have escalated.

**Cost:** Not to exceed \$900,000 (including contingency)

**Recommended Vendor:** To be determined

**Summary of Bids:** Not applicable

**Fund Source:** 2011 and 2012 Local Funds

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

### **C. Tenure Recommendations**

Recommendations on the award of tenure will be presented to the Board by addendum at the meeting.

**D. Tuition and Fee Rates for 2012**

This item will be presented by addendum at the Board meeting.

**E. 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:

**Contract Extension:**

**Ms. Summer Perala, Head Women's Soccer Coach**, a one-year extension of her contract for the period January 1, 2012 through December 31, 2012.

**It is recommended that the Board of Trustees authorize President Perry to offer a contract extension to Ms. Perala.**

## **F. Internal Audit Charter**

The Illinois State Internal Audit Advisory Board established by the Fiscal Control and Internal Auditing Act (30 ILCS 10) has adopted the “International Standards for the Professional Practice of Internal Auditing” (Standards) to guide the conduct of internal auditors for State Agencies within the State of Illinois. The Standards require each Office of Internal Audit to operate under a Charter adopted by the appropriate agency’s governing board. Today, we are presenting for your review and approval the proposed Internal Audit Charter for Eastern Illinois University (attached).

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

## F. Internal Audit Charter (Cont.)

### Eastern Illinois University Internal Audit Charter

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.

## **G. Naming of University Property**

This item will be presented by addendum at the Board meeting.



## **H. Eastern Illinois University Board of Trustees 2012 Meeting Calendar**

This item will be presented by addendum at the Board meeting.

## **I. Annual Meeting: Election of Officers**

The April meeting is the annual meeting for the Board.

Per Robert Miller, University Counsel, the “Eastern Illinois University Law” (110 ILCS 665/10-25 provides that only the Board Chairman and Secretary may be elected by secret ballot.

The Vice Chairperson and member pro tem of the Executive Committee will be selected by a roll call vote.

#### IV. INFORMATION ITEMS

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

- Student Affairs/Student Life Presentation – Vice President Nadler
- Interactive Campus Map Presentation – Ryan Gibson

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

## **C. Committee Reports**

### **Executive/Planning Committee**

Mr. Leo Welch, Chair  
Mr. Roger Kratochvil  
Mr. William O'Rourke  
Dr. Robert Webb

### **Board Relations Committee**

Ms. Julie Nimmons, Chair  
Mr. Don Yost

### **Finance/Audit Committee**

Dr. Robert Webb, Chair  
Mr. William O'Rourke  
Mr. Don Yost

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

Mr. Leo Welch, Chair  
Ms. Julie Nimmons  
Ms. Christine Anderson

### **Board Regulations**

Mr. Leo Welch

**D. Reports from Constituencies**

Faculty Senate – No Report

Staff Senate – No Report

Student Government – Ms. Michelle Murphy

**E. 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>
RATIO Architects	Design services to replace the track and turf of the football field at O'Brien Stadium.	1*	\$212,300
NT-MDT America, Inc.	Scanning probe microscope for use in laboratory courses and various research projects.	1**	218,869
CDW-G	Third year of a three year agreement to acquire a campus-wide license with associated maintenance and support for Microsoft software.	a	107,557

\*Vendor selection made in accordance with the Qualifications Based Selection (QBS) Act.

\*\*One additional bid was received but did not meet specifications.

a Renewal of an existing contract.

## F. FY 2011 Deposit & Investment Report

### Eastern Illinois University Deposit and Investment Report For the Quarter Ending March 31, 2011

#### Operating Funds Investment Performance:

	Quarterly	Year to Date
Average Daily Cash Balance	\$ (4,408,572.82)	\$ (3,281,448.77)
Average Daily Invested Balance	<u>75,910,428.87</u>	<u>71,979,672.39</u>
Net Average Daily Balance	\$ <u>71,501,856.05</u>	\$ <u>68,698,223.62</u>
Total Interest Earned on Investments	\$ <u>18,276.64</u>	\$ <u>77,631.37</u>
Percentage of Net Average Daily Balance Invested	<u>106.17%</u>	<u>104.77%</u>
Annualized Average Yield	<u>0.10%</u>	<u>0.15%</u>
Benchmark – 90 Day Treasury Bill	<u>0.13%</u>	<u>0.14%</u>

#### **Summary of Investments:**

	Cost	Market Value
Certificate of Deposit	\$ <u>245,000.00</u>	\$ <u>245,000.00</u>

#### **Summary of Investments Purchased:**

People's Bank & Trust CD	\$ <u>245,000.00</u>
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EIU invests primarily in the Illinois Funds. The Illinois Funds consist primarily of repurchase agreements, commercial paper and money market funds. EIU investments may also include U.S. Treasury Notes, Government Agencies (e.g., Federal Home Loan Bank, FNMA, etc), Money Market Funds, Depository Accounts and Commercial Paper. Earning rates for the quarter ranged from 0.09% to 1.19%.

#### University/Foundation/Alumni/Agency General Ledger Cash by Major Category:

Income Fund Tuition	\$38,183,005
Local Accounts/Athletics/Student Governed Funds/Reserves	14,936,612
Construction Funds	10,845,567
Housing/Student Life Operating Funds	9,160,660
Student Insurance Fund/Departmental Equipment Reserves	7,804,381
Housing/Student Life Construction/Repair/Replacement Reserve	6,536,052
Alumni/Foundation Funds Held by the University	3,955,214
Gifts with Donor Restrictions for Departments	2,762,299
Debt Service Payment Funds	2,208,207
Research Grants	735,568
Parking/Lounge Operating Funds	670,331
Student Loan/Work Study Funds	541,363
Funds Held for Clubs/Organizations	506,295
Endowment Funds	45,197



## F. FY 2011 Deposit & Investment Report (Cont.)

Scholarships Receivable Cash Reflected in Categories Above	( 2,035,957)
General Revenue Due From the State of Illinois	<u>(27,482,819)</u>
Total Cash Balance March 31, 2011	<u>\$69,371,975</u>

### Endowment Funds Investment Performance:

		Quarterly		Year to Date
Previous Portfolio Market Value	1-01-11	\$555,508.31	7-1-10	\$473,721.13
Interest and Dividends Income Reinvested		2,050.66		13,230.33
Change in Value of Investments		17,935.72		88,543.23
Withdrawal		(14,244.44)		(14,244.44)
Service Charges				
Present Portfolio Market Value	3-31-11	<u>\$561,250.25</u>	3-31-11	<u>\$561,250.25</u>
Total Return on Investments		* <u>3.60%</u>		* <u>22.10%</u>

\* Preliminary results. Actual results will be slightly less after deductions for management fees.

### Endowment Funds Asset Allocation – Schwab Institutional Brokerage Account:

	Market Value	Market Value	
	<b>3-31-11</b>	<b>7-1-10</b>	
Equity Funds:			
Vanguard 500 Index	\$73,091.70	\$55,989.91	
Morgan Stanley Institutional	54,860.36	44,023.58	
Vanguard Dividend Appreciation	39,371.32	35,022.00	
Vanguard Developed Index	63,276.75	48,901.43	
Vanguard Emerging Markets	48,673.63	37,419.52	
Vanguard Growth	33,741.44	28,415.62	
Pimco All Asset Fund	<u>57,756.77</u>	<u>51,692.07</u>	
Total Equity Funds	\$370,771.97		\$301,464.13
Bond Funds:			
Templeton Global Bond	\$30,407.48	\$ 27,347.07	
Vanguard Total Bond Mkt Index	73,441.67	72,457.04	
Vanguard Inflation Protected Sec.	<u>26,867.07</u>	<u>25,911.13</u>	
Total Bond Funds	130,716.22		125,715.24
Other Funds:			
Ishares TR MSCI EFA	\$27,276.32	\$21,115.54	
Ishares S&P North Am.	<u>29,656.05</u>	<u>23,130.00</u>	
Total Other Funds	56,932.37		44,245.54
Cash Funds:			
Cash	40.23		0.00
Schwab Money Market Fund	<u>2,789.46</u>		<u>2,296.22</u>
Total Schwab Institutional Brokerage Acct:	<u>\$561,250.25</u>		<u>\$473,721.13</u>

## G. University Highlights

### AROUND CAMPUS

**Renewable Energy Center featured in Capitol rotunda.** EIU's Renewable Energy Center biomass project and its associated research possibilities were showcased at the Illinois Science and Technology Coalition's Illinois Research, Development and Innovation Day in Springfield on March 16. The event, which was held in the Capitol rotunda, aimed to demonstrate to state policy makers the research and innovations occurring at Illinois-based institutions. EIU was invited to participate as one of Illinois' world-class research institutions and businesses. The event focused on innovation and economic development. Ryan Siegel, campus energy and sustainability coordinator, represented EIU.

**Sierra Leone's Refugee All Stars perform at Doudna Fine Arts Center.** Sierra Leone's Refugee All Stars, who achieved worldwide fame after fleeing civil war, performed their uplifting songs of hope, faith and joy at the Doudna Fine Arts Center on April 16. In the seven years since the group formed in a dusty refugee camp in Guinea, the Sierra Leone's Refugee All Stars have gone from being unknown musicians to being the subject of an acclaimed documentary film, touring the world, appearing on "The Oprah Winfrey Show," and sharing the stage and studio with Aerosmith and other international stars.

### STUDENT SPOTLIGHT

**Veterans, cadets participate in Bataan Memorial Death March.** Two teams of EIU students – one comprised of military veterans, the other of ROTC cadets – participated in the 26.2-mile Bataan Memorial Death March on the White Sands Missile Range in New Mexico on March 27. Michael Ruybal, a U.S. Army veteran who was recently hired as EIU's veterans coordinator, said the event built team work and personal pride. In addition, he said it served as a recruiting tool for the university by showing that EIU is "a university that wears its colors with pride and does so with honor."

**Students volunteer during spring break.** Several EIU students spent spring break doing volunteer service, including one group that was featured by a Mississippi TV news station for its help with Habitat for Humanity. "It wasn't appealing to me to go anywhere else," student Michelle Maurizio told a WLBT-TV reporter. "I wanted to be here with my friends to do service. I'm passionate about it. Wasn't really a hard choice for me."

**EIU 'instrumental' in success of Special Olympics fundraiser.** Several EIU students were among those who ran into Effingham's chilly Lake Sara to raise more than \$51,400 in the Special Olympics Illinois' annual Polar Plunge on March 5. EIU participants and volunteers "were instrumental in the success of this event," Kimberly Abell, director for Special Olympics Area 9, told the Effingham Daily News. "We couldn't have done it without them."

## G. University Highlights (Cont.)

### FACULTY/STAFF NEWS

**Izadi named dean of Lumpkin College of Business and Applied Sciences.** Mahyar Izadi has been chosen as permanent dean of the Lumpkin College of Business and Applied Sciences, effective July 1. He had served as interim dean since Fall 2010. The LCBAS encompasses the schools of Business, Family and Consumer Sciences, and Technology, as well as the Department of Military Science. Izadi served 11 years as chair of the School of Technology, with the number of faculty and students in that area nearly doubling during his tenure. Previously, he served as coordinator of the industrial technology program.

**Obia to serve as interim dean of College of Sciences.** Godson C. Obia, associate dean of the College of Sciences and professor of geography, will assume the role of interim dean when Mary Anne Hanner retires, effective June 30. Obia, who has been at EIU since 1994, has more than 22 years of college teaching and administrative experience, including 10 years as associate dean. Before coming to EIU, he taught for seven years at the University of Nebraska, Kearney. He has received achievement and contribution awards for teaching, research and service at EIU, and a teaching excellence award from the Association of American Geographers. He served on Eastern's Council on Academic Affairs before joining the dean's office.

**Grünhagen, Flight present economic development workshop in Iraq.** As experts in marketing, small business management and entrepreneurship, School of Business faculty Marko Grünhagen and Richard Flight recently delivered a week-long economic development workshop in Erbil, Iraq. Working with the U.S. Department of State, the Kurdistan Regional Government and the Kurdish Textile Museum, Grünhagen and Flight assisted the museum and six other local agencies in their business planning and development process. "Ideally, participants of this workshop will start an economic chain reaction which ultimately helps everyone," Grünhagen said. "Ultimately, this is true economic development assistance."

### ALUMNI ACTIVITIES

**Notable Alumni featured on EIU website.** A new page has been added to the EIU website to feature alumni who have achieved greatness in their particular fields. To view the Notable Alumni page, visit [www.eiu.edu/notablealumni.php](http://www.eiu.edu/notablealumni.php).

**Backpacking trip benefits children orphaned by AIDS.** Lisa Shrake Perry '97 and her twin sister Lora Shrake, daughters of EIU's Associate Director of Design and Construction Steve Shrake, recently backpacked through Ethiopian mountains to raise money for a non-profit organization that provides nutrition, health care and education to children who have lost their parents due to AIDS. Both women live in Dubai, United Arab Emirates. Perry is employed by the World Wildlife Fund; her husband, Chris Perry '95, is the general manager of Wild Wadi Water Park.

## G. University Highlights (Cont.)

**White House funding Keller's research on its history.** Ron J. Keller '91, '98, a Lincoln College faculty member and director of the renowned Lincoln Heritage Museum, has been awarded a grant from the White House to research President Lincoln's history in the White House, including who his primary visitors were, which political issues were discussed and decided, and what official and public events were held. He has co-written many books on Abraham Lincoln and is chief editor of The Lincoln Newsletter, which is distributed nationally to Lincoln scholars. He serves on the board of the Abraham Lincoln Association and is an adviser to the Lincoln Forum. Keller's extensive involvement in celebrations of Abraham Lincoln's 200th birthday included serving on both the state and national Abraham Lincoln Bicentennial Commissions; the latter led to an invitation to the White House by President George W. Bush. In 2009, he received The Order of Lincoln, the highest honor Illinois bestows upon a citizen.

### FOCUS ON ATHLETICS

**EIU earns NCAA recertification.** EIU recently learned it has met the requirements for NCAA athletics certification. The designation means that an institution operates its athletics program in substantial conformity with NCAA operating principles, including rules compliance, academic success, gender/diversity issues and the well-being of student-athletes.

**Indoor track teams take OVC titles.** For the third consecutive year, the EIU men's and women's indoor track programs each won Ohio Valley Conference Indoor Track and Field Championships. Sprinter Zye Boey was named the Male Track Athlete of the Year, pole vaulter Mick Vicken was named Freshman of the Year, and Tom Akers was named OVC Coach of the Year for both the men's and women's programs.

**Boey places seventh in NCAA, earns All-American honor.** EIU indoor track redshirt junior Zye Boey earned NCAA Division I All-American honors for his outstanding season, making him the 10th athlete in EIU history to earn All-American accolades. At the NCAA championships in College Station, Texas, Boey placed seventh in the 200-meter dash with a time of 21:55.

**Student-athletes help community.** EIU student-athletes continued to give back to the community through several projects in March. Football players collected 345 food items for the Charleston Food Pantry and the women's basketball players read to students at Carl Sandburg Elementary. In addition, the Student-Athlete Advisory Committee helped to send four EIU military veterans (Nicholas Anson, Rob Flores, John Mefford and Michael Ruybal) to the OVC basketball tournament.

**Campbell earns Super Bowl ring.** As a member of the practice squad for the Green Bay Packers, Chris Campbell ex '10 is now the proud owner of a Super Bowl championship ring. Campbell started his college career as a walk-on for the EIU Panthers, but by his senior year, he'd earned a starting spot. His hard work continues to pay off – he recently signed on for another year with the Super Bowl champions.

## H. Other Matters

**I. Public Comment**