



Report
to the
Board of Trustees

June 26, 2020

REPORTS

III. REPORTS

A. Report from the Board Chair

B. Committee Reports

Executive/Planning Committee

Ms. Barb Baurer, Chair

Board Relations Committee

Mr. Martin Ruhaak, Chair

Finance/Audit Committee

Ms. Joyce Madigan, Chair

Academic and Student Affairs Committee

Ms. Audrey Edwards, Chair

Board Regulations

Executive/Planning Committee

Note: All trustees are members of all committees

ACTION ITEMS

IV. ACTION ITEMS

A. Approval of Minutes

April 24, 2020 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. Purchase Approvals

Expenditure Recommendation for Purchases of \$250,000.00 or more:

- 1. Purchase Item:** Student Laundry Equipment and Services
- Description / Explanation:** This purchase is for the leasing of student laundry equipment and related services. The services provided will include the installation and maintenance of the equipment. Students will be able to access these machines via a mobile app. The students will be able to check for machine availability, as well as monitor the status of their own laundry. This contract will be for the period of July 1, 2020 through June 30, 2025, with the University's option to renew for a three-year period followed by an additional two-year period. For traditional on-campus and Greek Court residents, a laundry fee will be included in their housing contracts. University Court and University Apartments will have vended machines, where the University will receive a commission of 100% of the usage fees. Each machine (both washers and dryers) will cost the University \$24 per month.
- Cost:** Not to exceed \$110,000 annually.
- Recommended Vendor:** Washlava, Tampa, FL
- Summary of Bids:**
- | | |
|----------------|---|
| \$1,042,560.00 | Washlava, Tampa, FL |
| \$1,157,320.00 | WASH Multifamily Laundry Systems,
El Segundo, CA |
| \$1,264,261.69 | CSC ServiceWorks, Wheeling, IL |
- BEP Goals:** This solicitation did not have a BEP goal and the University issued a waiver in advance of the solicitation. There are no BEP vendor registered for this commodity.
- Fund Source:** Revenue Bond – Housing
- Rationale / Justification:** The current machines on campus are very old and need to be replaced. Some are 40 years old. Replacing all of the machines would cost more than \$450,000. In addition, we would have labor costs to install the new machines and remove the current machines. Residents have been complaining about the quality and reliability of the current machines. More and more universities are moving towards the 'free laundry' approach with a fee added into the room and board rate.

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

C. Purchase Approvals

Expenditure Recommendation for Purchases of \$250,000.00 or more:

2. Purchase Item: Digital Displays and Sound

Description / Explanation: This purchase is for new digital displays and sound system for Lantz Arena. The project will include two corner hung video display boards, two ribbon boards and an upgraded sound system for the arena.

Cost:	Base	\$498,913.00
	Contingency	<u>50,000.00</u>
	Total, not to exceed	<u>\$548,913.00</u>

Recommended Vendor: Formetco Sports, Duluth, GA

Summary of Bids: Formetco Sports is the vendor named by the donor for the project. This is an exempt purchase under the Illinois Procurement Code because a majority of the funding for this project has been provided by a donor.

BEP Goals: There are no BEP vendors registered to provide digital displays, thus no BEP goal was assigned to this solicitation.

Fund Source: Gift Funds

Rationale / Justification: This project is necessary to upgrade the outdated scoreboard and sound system in Lantz Arena. This project is made possible through donor funding.

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

D. 2020-2021 Tuition Recommendation

**Proposed FY21 Tuition
(Fall 2020, Spring 2021, Summer 2021)**

Undergraduate - A student who has not earned the baccalaureate degree will pay the following tuition:

Illinois Resident

	<u>Present</u>	<u>Proposed</u>	<u>Increase</u>
FY21 New Students – Per Semester Hour		\$308.04	
Continuing, Non-guaranteed Students – Per Semester Hour	\$296.00	\$302.00	\$6.00

Effective FY05, state law (110 ILCS 665/10-120) provides that tuition for new undergraduate Illinois resident students will remain the same for four continuous academic years. The guaranteed tuition rate period is extended for undergraduate degree programs approved by the University for completion in more than four years. The extension is limited to the minimum number of additional semester(s) to complete the program as approved by the University. This list of programs approved by the University for completion in more than four years is maintained by the Provost. In addition, state law limits the tuition increase applied in a continuing resident undergraduate student’s fifth and sixth years. Continuing, non-guaranteed students are charged the guaranteed student rate for first fiscal year prior to the current year.

Previous Resident Rates:

FY20 Guaranteed Students – Per Semester Hour	\$302.00
FY19 Guaranteed Students – Per Semester Hour	\$296.00
FY18 Guaranteed Students – Per Semester Hour	\$292.00
FY17 Guaranteed Students – Per Semester Hour	\$289.00

Non-Resident

	<u>Present</u>	<u>Proposed</u>	<u>Increase</u>
FY21 New Students – Per Semester Hour		\$385.05	
Continuing Students – Per Semester Hour	\$378.00	\$385.05	\$7.05

Previous Non-Resident Rates:

FY20 Students – Per Semester Hour	\$378.00
FY19 Students – Per Semester Hour	\$370.00
FY18 Students – Per Semester Hour	\$365.00
FY18 Students – Per Semester Hour	\$365.00

Note—Even with the increases in tuition noted above, EIU remains the school with the lowest total attendance cost (tuition and mandatory fees) in the State of Illinois.

D. 2020-2021 Tuition Recommendations (Cont.)

Graduate - A post-baccalaureate student will pay the following tuition (regardless of the level of courses in which he/she enrolls):

Illinois Resident

	<u>Present</u>	<u>Proposed</u>	<u>Increase</u>
Per Semester Hour	\$306.50	\$312.63	\$6.13

Non-Resident

	<u>Present</u>	<u>Proposed</u>	<u>Increase</u>
Per Semester Hour	\$735.60	\$750.31	\$14.71

It is recommended that the Board of Trustees approve these tuition recommendations for FY21.

E. HOUSING/DINING RECOMMENDATION FY21

RESIDENCE HALLS & GREEK COURT- 2020-2021 Academic Year Rates (Effective Fall Semester 2020) Per semester rate based on double occupancy

	<u>CURRENT</u>	<u>INCREASE</u>	<u>PROPOSED</u>	
7 Meal Plan Option 7 Dining Center Meals per Week plus \$200 Dining Dollars per Semester plus 2 Bonus Meals per Semester	\$4,447	\$103	\$4,550	(Rm \$3,185/Bd \$1,365)
10 Meal Plan Option 10 Dining Center Meals per Week plus \$60 Dining Dollars per Semester plus 3 Bonus Meals per Semester	\$4,646	\$107	\$4,753	(Rm \$3,185/Bd \$1,568)
12 Meal Plan Option 12 Dining Center Meals per Week plus \$100 Dining Dollars per Semester plus 4 Bonus Meals per Semester	\$4,821	\$111	\$4,932	(Rm \$3,185/Bd \$1,747)
15 Meal Plan Option 15 Dining Center Meals per Week plus \$140 Dining Dollars per Semester plus 5 Bonus Meals per Semester	\$5,015	\$116	\$5,131	(Rm \$3,185/Bd \$1,946)
Unlimited Meal Plan Option 55 Dining Center Meals per Week plus \$150 Dining Dollars per Semester plus 6 Bonus Meals per Semester	\$5,293	\$122	\$5,415	(Rm \$3,185/Bd \$2,230)

The Meal Plan Option permits each student with a board plan to use a specified number of Dining Dollars for any of the following: 1) Purchases at the Food Court within the University Union; 2) Purchases at our residence hall convenience centers; 3) Purchases at Panther Pantry and Java B&B in the University Union; 4) Meals for a guest in any Dining Center when accompanied by the student; 5) Additional meals for the student in any Dining Center. Bonus Meals allows the plan holder to use those meals for a guest or for themselves if they run out of meals.

Adjusted Usage Charges	<u>CURRENT</u>	<u>INCREASE</u>	<u>PROPOSED</u>
Double Room as Single (per Semester)	\$850	\$0	\$850
Triple Room as Double (per Semester)	\$450	\$0	\$450

Summer Room and Board (2.3% increase)	<u>CURRENT</u>	<u>INCREASE</u>	<u>PROPOSED</u>
2020 Summer - 4 week - Single Room	\$1,032	\$24	\$1,056
2020 Summer - 4 week - Double Room	\$825	\$19	\$844
2020 Summer - 6 week - Single Room	\$1,548	\$36	\$1,583
2020 Summer - 6 week - Double Room	\$1,237	\$28	\$1,266
2020 Summer - 8 week - Single Room	\$2,065	\$47	\$2,112
2020 Summer - 8 week - Double Room	\$1,647	\$38	\$1,685

NOTE: 12 Meal Plan Option is the only option offered during Summer Sessions

E. HOUSING/DINING RECOMMENDATION FY21(Cont.)

UNIVERSITY APARTMENTS (Monthly rates will be effective August 1, 2020)

<u>10 MONTHS:</u>	<u>CURRENT</u>	<u>INCREASE</u>	<u>PROPOSED</u>
Efficiency Apartment	\$4,880	\$0	\$4,880
1 Bedroom Apartment	\$5,130	\$0	\$5,130
<u>PER MONTH:</u>			
Efficiency Apartment	\$488	\$0	\$488
1 Bedroom Apartment	\$513	\$0	\$513

**UNIVERSITY COURT - 2020-2021 Academic Year Rates (Effective August 1, 2020)
Per resident, per semester, based on double occupancy**

	<u>CURRENT</u>	<u>INCREASE</u>	<u>PROPOSED</u>
2 Bedroom, 1 Bath, No Balcony	\$2,598	\$0	\$2,598
2 Bedroom, 1 Bath, Balcony	\$2,756	\$0	\$2,756
2 Bedroom, 1 1/2 Bath, No Balcony	\$2,795	\$0	\$2,795
2 Bedroom, 1 1/2 Bath, Balcony	\$2,895	\$0	\$2,895
1 Bedroom, 1 Bath, No Balcony	\$3,002	\$0	\$3,002
Studio	\$2,460	\$0	\$2,460
3 Bedroom, 1 Bath	\$3,290	\$0	\$3,290

Fall 2020 Semester Only Contracts

2 Bedroom, 1 Bath, No Balcony	\$2,858	\$0	\$2,858
2 Bedroom, 1 Bath, Balcony	\$3,032	\$0	\$3,032
2 Bedroom, 1 1/2 Bath, No Balcony	\$3,074	\$0	\$3,074
2 Bedroom, 1 1/2 Bath, Balcony	\$3,184	\$0	\$3,184
1 Bedroom, 1 Bath, No Balcony	\$3,302	\$0	\$3,302
Studio	\$2,706	\$0	\$2,706
3 Bedroom, 1 Bath	\$3,618	\$0	\$3,618

Summer 2021 (Effective May 2021)

Monthly Rate

2 Bedroom, 1 Bath, No Balcony	\$490	\$0	\$490
2 Bedroom, 1 Bath, Balcony	\$523	\$0	\$523
2 Bedroom, 1 1/2 Bath, No Balcony	\$518	\$0	\$518
2 Bedroom, 1 1/2 Bath, Balcony	\$538	\$0	\$538
1 Bedroom, 1 Bath, No Balcony	\$490	\$0	\$490
Studio	\$491	\$0	\$491
3 Bedroom, 1 Bath	\$550	\$0	\$550

Adjusted Usage Charges	<u>CURRENT</u>	<u>INCREASE</u>	<u>PROPOSED</u>
Two Bedroom Apartment as Single	\$850	\$0	\$850

It is recommended that the Board of Trustees approve the room and board rates for FY21.

F. FY21 Student Fee Increases

FY21 Student Fee Increases

	<u>Present</u>	<u>Proposed</u>	<u>Increase</u>
<u>Union/Bond Revenue Fee</u>	\$25.81	\$29.82	\$ 4.01

Additional resources generated from this student fee will be used to help offset increases in utilities, equipment maintenance, and salaries. It will also be used to help offset significant revenue reductions.

	<u>Present</u>	<u>Proposed</u>	<u>Increase</u>
<u>Health and Pharmacy Fee</u>	\$10.10	\$13.00	\$ 2.90

This student fee primarily provides for medical, pharmaceutical, educational, and promotional services of the Health and Counseling Services department. This increase also includes funds to provide for additional mental health services provided by the department. Additional resources generated from this fee will be used to offset gradual increases in operating expenses and continuing reductions in revenue.

	<u>Present</u>	<u>Proposed</u>	<u>Increase</u>
<u>Grant-In-Aid Fee</u>	\$16.24	\$17.05	\$.81

Typically, the Grant-in-Aid Fee has been tied to the increase in room and board rates; however, this practice has not kept pace with tuition increases for which much of the Grant-in-Aid Fee is used. As a result, this increase is requested for FY21 to help better provide for student scholarships.

It is recommended that the Board of Trustees approve the proposed student fee increases.

G. FY 21 Preliminary Budget Approval and FY 22 Budget Projections

TABLE 1. REVENUES, EXPENDITURES, AND FUND BALANCES

(All Amounts in Thousands)

FUND SOURCE	FY18 ACTUAL	FY19 ACTUAL	FY20 PROJECTED	FY21 BUDGET	FY21 VS FY20	
					DOLLARS	PERCENT
OPERATING FUNDS:						
Appropriated/Income Funds:						
A. State Appropriations	38,678.1	39,451.7	41,424.3	41,424.3	-	0.0%
B. Tuition and Fees	49,605.3	48,757.9	49,548.4	49,888.2	339.8	0.7%
C. Misc Inc (includes excess funds)	2,173.8	870.2	5,619.4	100.0	(5,519.4)	-98.2%
D. Waivers	(9,988.0)	(10,507.0)	(10,249.7)	(10,300.0)	(50.3)	0.5%
Total Appropriated, Tuition and Fees	80,469.2	78,572.8	86,342.4	81,112.5	(5,229.9)	-6.1%
Deduct Expenditures	78,159.1	77,326.0	78,624.7	81,112.5	2,487.8	3.2%
E. Net Surplus (Deficit)	2,310.1	1,246.8	7,717.7	-	(7,717.7)	
F. Beginning Fund Balance	(9,056.0)	(6,745.9)	(5,499.1)	2,218.6	7,717.7	-140.3%
Ending Fund Balance--Appropriated (Deficit)	(6,745.9)	(5,499.1)	2,218.6	2,218.6	-	
Non-Appropriated Revenues						
H. Student Fees	16,450.1	15,738.2	15,362.0	15,821.1	459.1	3.0%
I. Federal (Pell, SEOG) and Other Grants	13,956.3	14,044.1	16,585.5	17,101.4	515.9	3.1%
J. Gifts	2,882.1	2,743.6	2,581.0	2,766.3	185.3	7.2%
K. Other Income	2,589.4	2,800.3	1,484.8	2,563.2	1,078.4	72.6%
L. Housing and Dining Services	17,653.4	17,394.8	19,394.3	20,187.7	793.4	4.1%
M. Sales and Services	7,472.1	7,452.1	7,081.3	7,525.0	443.7	6.3%
N. Transfers from reserves	-	-	-	-	-	
Total Non-Appropriated Revenues	61,003.4	60,173.1	62,488.9	65,964.7	3,475.8	5.6%
Deduct Expenditures	66,236.2	64,944.6	66,493.4	65,964.7	(528.7)	-0.8%
O. Net Surplus (Deficit)	(5,232.8)	(4,771.5)	(4,004.5)	-	4,004.5	
ALL OPERATING FUNDS:						
P. Revenues	141,472.6	138,745.9	148,831.3	147,077.2	(1,754.1)	-1.2%
Q. Expenditures	144,395.3	142,270.6	145,118.1	147,077.2	1,959.1	1.4%
R. Net Surplus (Deficit)	(2,922.7)	(3,524.7)	3,713.2	-	(3,713.2)	

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

Expenditure Class	FY18	FY19	FY20	FY21	FY21 VS FY20 %	
	ACTUAL EXPENDITURES	ACTUAL EXPENDITURES	PROJECTED EXPENDITURES	BUDGETED EXPENDITURES		
					DOLLARS	
Personnel Services	82,382.5	81,381.1	82,065.2	84,217.8	2,152.6	2.6%
Contractual Services	9,743.3	10,449.8	10,780.0	11,481.7	701.7	6.5%
Computer Software	1,816.6	2,064.5	2,518.9	2,637.4	118.5	4.7%
Equipment	1,555.8	924.4	1,102.8	1,634.6	531.8	48.2%
Interest and Principal	3,103.9	3,182.1	2,227.3	1,878.6	(348.7)	-15.7%
Library Books	1,241.9	930.5	843.2	1,145.9	302.7	35.9%
Permanent Improvements	1,018.7	1,562.9	697.5	606.1	(91.4)	-13.1%
Repairs and Maintenance	880.9	1,099.4	1,328.8	1,227.7	(101.1)	-7.6%
Scholarships and Awards	19,784.2	18,441.7	20,706.2	19,454.4	(1,251.8)	-6.0%
Commodities	2,778.0	3,128.6	3,002.5	3,480.2	477.7	15.9%
Telecommunications	541.1	503.3	489.4	498.8	9.4	1.9%
Travel	704.7	732.2	553.7	577.4	23.7	4.3%
Utilities	11,321.7	11,808.8	12,460.0	12,546.1	86.1	0.7%
Purchase for Resale	3,184.1	3,144.9	3,455.2	3,370.5	(84.7)	-2.5%
Transfers to reserves	2,230.0	2,383.9	2,320.0	2,320.0	-	0.0%
Excess Funds	2,107.9	532.5	567.4	0.0	(567.4)	-100.0%
Total All Funds Expenditures	144,395.3	142,270.6	145,118.1	147,077.2	1,959.1	1.4%

TABLE 3. SUMMARY OF BUDGETED EXPENDITURES -- STATE APPROPRIATED and TUITION INCOME FUNDS
(All Amounts in Thousands)

Expenditure Class	FY18	FY19	FY20	FY21	FY21 VS FY20	
	ACTUAL EXPENDITURES	ACTUAL EXPENDITURES	PROJECTED EXPENDITURES	BUDGETED EXPENDITURES	DOLLARS	%
Personnel Services	59,239.6	58,767.1	59,211.7	61,152.6	1,940.9	3.3%
Contractual Services	2,747.0	2,987.0	3,533.7	3,559.7	26.0	0.7%
Computer Software	875.4	975.0	809.4	950.0	140.6	17.4%
Equipment	230.2	168.3	173.2	150.0	(23.2)	-13.4%
Interest and Principal	-	-	-	-	-	0.0%
Library Books	1,229.9	917.0	838.0	1,137.7	299.7	35.8%
Permanent Improvements	24.5	91.5	6.8	-	(6.8)	-100.0%
Repairs and Maintenance	292.9	311.4	178.8	316.3	137.5	76.9%
Scholarships and Awards	5,869.8	5,300.4	5,649.2	5,640.0	(9.2)	-0.2%
Commodities	692.4	781.6	726.8	725.7	(1.1)	-0.2%
Telecommunications	285.7	261.8	250.9	260.5	9.6	3.8%
Travel	244.4	222.4	173.6	220.0	46.4	26.7%
Utilities	5,426.1	5,690.7	6,072.6	6,000.0	(72.6)	-1.2%
Transfers to reserves	1,001.2	851.8	1,000.0	1,000.0	-	0.0%
Total Appropriated Expenditures	78,159.1	77,326.0	78,624.7	81,112.5	2,487.8	3.1%

TABLE 4. SUMMARY OF BUDGETED EXPENDITURES -- NON-APPROPRIATED FUNDS
(All Amounts in Thousands)

Expenditure Class	FY18	FY19	FY20	FY21	FY21 VS FY20	
	ACTUAL EXPENDITURES	ACTUAL EXPENDITURES	PROJECTED EXPENDITURES	BUDGETED EXPENDITURES	DOLLARS	%
Personnel Services	23,142.9	22,614.0	22,853.5	23,065.2	211.7	0.9%
Contractual Services	6,996.3	7,462.8	7,246.3	7,922.0	675.7	9.3%
Computer Software	941.2	1,089.5	1,709.5	1,687.4	(22.1)	-1.3%
Equipment	1,325.6	756.1	929.6	1,484.6	555.0	59.7%
Interest and Principal	3,103.9	3,182.1	2,227.3	1,878.6	(348.7)	-15.7%
Library Books	12.0	13.5	5.2	8.2	3.0	57.7%
Permanent Improvements	994.2	1,471.4	690.7	606.1	(84.6)	-12.2%
Repairs and Maintenance	588.0	788.0	1,150.0	911.4	(238.6)	-20.7%
Scholarships and Awards	13,914.4	13,141.3	15,057.0	13,814.4	(1,242.6)	-8.3%
Commodities	2,085.6	2,347.0	2,275.7	2,754.5	478.8	21.0%
Telecommunications	255.4	241.5	238.5	238.3	(0.2)	-0.1%
Travel	460.3	509.8	380.1	357.4	(22.7)	-6.0%
Utilities	5,895.6	6,118.1	6,387.4	6,546.1	158.7	2.5%
Purchase for Resale	3,184.1	3,144.9	3,455.2	3,370.5	(84.7)	-2.5%
Transfers to reserves	1,228.8	1,532.1	1,320.0	1,320.0	-	0.0%
Excess Funds	2,107.9	532.5	567.4	-	(567.4)	-100.0%
Total Non-Appropriated Expenditures	66,236.2	64,944.6	66,493.4	65,964.7	(528.7)	-0.8%

Table 5. FY 2022 APPROPRIATED BUDGET PARAMETERS--STATE APPROPRIATED and TUITION INCOME FUNDS
(All Amounts in Thousands)

	FY18 ACTUAL REVENUES	FY19 ACTUAL REVENUES	FY20 PROJECTED REVENUES	FY21 BUDGETED REVENUES	FY22 BUDGETED REVENUES	FY22 VS FY21 DOLLARS PERCENT
REVENUES						
Appropriated/Income Funds						
State Appropriations	\$ 38,678.1	\$ 39,451.7	\$ 41,424.3	\$ 41,424.3	\$ 43,495.5	\$ 2,071.2 5.0%
Tuition and Fees	49,605.3	48,757.9	49,548.4	49,888.2	49,962.8	74.6 0.1%
Misc Inc (includes excess funds)	2,173.8	870.2	5,619.4	100.0	100.0	- 0.0%
Waivers	(9,988.0)	(10,507.0)	(10,249.7)	(10,300.0)	(10,400.0)	(100.0) 1.0%
Subtotal Income Fund Net Revenues	80,469.2	78,572.8	86,342.4	81,112.5	83,158.3	2,045.8 2.5%
Add: Program Priority State Funds					6,030.4	6,030.4
Total Appropriated, Tuition and Fees	\$ 80,469.2	\$ 78,572.8	\$ 86,342.4	\$ 81,112.5	\$ 89,188.7	\$ 8,076.2 10.0%
OPERATING EXPENDITURES						
Personnel Services	\$ 59,239.6	\$ 58,767.1	\$ 59,211.7	\$ 61,152.6	\$ 63,198.4	\$ 2,045.8 3.3%
Contractual Services	2,747.0	2,987.0	3,533.7	3,559.7	3,559.7	- 0.0%
Computer Software	875.4	975.0	809.4	950.0	950.0	- 0.0%
Equipment	230.2	168.3	173.2	150.0	150.0	- 0.0%
Interest and Principal	-	-	-	-	-	- 0.0%
Library Books	1,229.9	917.0	838.0	1,137.7	1,137.7	- 0.0%
Permanent Improvements	24.5	91.5	6.8	-	-	- 0.0%
Repairs and Maintenance	292.9	311.4	178.8	316.3	316.3	- 0.0%
Scholarships and Awards	5,869.8	5,300.4	5,649.2	5,640.0	5,640.0	- 0.0%
Commodities	692.4	781.6	726.8	725.7	725.7	- 0.0%
Telecommunications	285.7	261.8	250.9	260.5	260.5	- 0.0%
Travel	244.4	222.4	173.6	220.0	220.0	- 0.0%
Utilities	5,426.1	5,690.7	6,072.6	6,000.0	6,000.0	- 0.0%
Transfers to reserves	1,001.2	851.8	1,000.0	1,000.0	1,000.0	- 0.0%
Total Operating Expenditures	\$ 78,159.1	\$ 77,326.0	\$ 78,624.7	\$ 81,112.5	\$ 83,158.3	\$ 2,045.8 2.5%
PROGRAM PRIORITY REQUESTS (PPR's)*						
Academic Base Support					\$ 1,650.0	\$ 1,650.0
Deferred Maintenance					1,978.4	1,978.4
Recruitment in Diverse Learning Environment					402.0	402.0
Technology Enhancements					2,000.0	2,000.0
Total Program Priority Requests					\$ 6,030.4	\$ 6,030.4
Total Operating and PPR's	78,159.1	77,326.0	78,624.7	81,112.5	89,188.7	8,076.2 10.0%
Net Surplus (Deficit)	2,310.1	1,246.8	7,717.7	-	-	- 0.0%

* in alpha not priority order

TABLE 6. FY22 OPERATING AND PROGRAM PRIORITY REQUEST PARAMETERS--STATE APPROPRIATED and TUITION INCOME FUNDS
(All Amounts in Thousands)

Expenditure Class	ACADEMIC BASE SUPPORT	DEFERRED MAINT.	RECRUITMENT & RETENTION IN A DIVERSE LEARNING ENVIRONMENT	TECH. ENHANCE.	SUBTOTAL PPR'S	OPERATING BUDGET TABLE 5	TOTAL FY22 OPERATING BUDGET WITH PPR'S
Personnel Services	960.0	-	360.0	-	1,320.0	63,198.4	64,518.4
Contractual Services	-	-	35.0	-	35.0	3,599.7	3,594.7
Computer Software	-	-	-	-	-	950.0	950.0
Equipment	250.0	-	-	1,400.0	1,650.0	150.0	1,800.0
Interest and Principal	-	-	-	-	-	-	-
Library Books	-	-	-	-	-	1,137.7	1,137.7
Permanent Improvements	-	1,978.4	-	-	1,978.4	-	1,978.4
Repairs and Maintenance	-	-	-	-	-	316.3	316.3
Scholarships, Awards, Grants	365.0	-	-	-	365.0	5,640.0	6,005.0
Commodities	50.0	-	7.0	600.0	657.0	725.7	1,382.7
Telecommunications	-	-	-	-	-	260.5	260.5
Travel	25.0	-	-	-	25.0	220.0	245.0
Utilities	-	-	-	-	-	6,000.0	6,000.0
Transfers to reserves	-	-	-	-	-	1,000.0	1,000.0
Total--PPR AND OPERATING	1,650.0	1,978.4	402.0	2,000.0	6,030.4	83,158.3	89,188.7

**EASTERN ILLINOIS UNIVERSITY
BOARD OF TRUSTEES**

G. FY 2021 Budget Approval and FY 2022 Budget Projections

The Budget Process

Each year, Illinois public universities define their appropriated and income funds budget requirements. The process follows this approximate timetable:

- Operating and capital budget projections as reviewed by the Board of Trustees in June, 2020 for FY 2022 will be sent to the Illinois Board of Higher Education (IBHE) by October 15, 2020. The contents of these requests will be articulated in detail in Eastern's Resource Allocation Management Plan—RAMP—document.
- IBHE staff members meet in late October with each public university to discuss local and state-wide 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 for FY 2022 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 and narrative to the General Assembly offices within 48 hours after the Governor's budget address. The ISL document provides budgetary and descriptive statistics about the operation of the University.
- University presidents and senior staff provide testimony regarding their budget requests before the House and Senate Appropriations Committees in March through May.
- Eastern's appropriation bill is drafted in April or late May.
- On or about May 31, the General Assembly finalizes appropriations for the ensuing fiscal year that starts on July 1.
- The Governor signs the appropriation bill on or about July 1.
- The appropriated funds are available to the university by early July. However, cash receipts of the funds has been delayed in recent years.

Prevailing Economics, Budget Assumptions, Year-over-Year Revenue and Expenditure Category Variance Discussion, and Significant Budgetary Initiatives

Eastern's appropriated funding (General Revenue Funds (GRF), primarily from tax revenues, and, Educational Assistance Funds (EAF), from gambling proceeds) peaked in FY 2002. At that time, about two-thirds of Eastern's total appropriated/income funds came from GRF, while the remaining one-third came from income funds (primarily from tuition revenues). Eastern's FY 2020 appropriation came from EAF and was below FY 2001–03 levels. In FY 2020 EAF funding represented approximately 50% of the University's total appropriated/income funds. EIU's projected state appropriation for FY 2021 is \$41,424,300, flat from its FY 2020 appropriation. For FY 2022 we have structured a budget request that anticipates a 5% appropriation increase.

EIU enrollment management, admissions, financial aid, marketing, and academic staff have been strategically working to increase enrollments.

State statutes require governing board approval of operating budgets prior to the beginning of a fiscal year, we are requesting the approval of the FY 2021 financial plan and the FY 2022 budget projections.

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:
 - o Academically or financially at risk.
 - o First generation students.
 - o Low-income students.
 - o 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 2022 budget projections.

(Program Priority Requests – continued)
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.

Budget Detail:

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

(Program Priority Requests – continued)
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 and still have their original heating, ventilation and air conditioning (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 2.5% of the current replacement value (CRV) of campus buildings. EIU’s FY 2019 CRV stood at \$716 mil including infrastructure. Therefore, an annual budget of \$18 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 at June 30, 2019, was estimated at \$272 mil, including utilities infrastructure systems.)

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). At last measure, the EIU FCI stands at 38% (\$272 million divided by \$716 million). 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.

Budget Detail:

Permanent Improvements	<u>\$ 1,978,421</u>
Total Budget	<u><u>\$ 1,978,421</u></u>

(Program Priority Requests – continued)

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.
- Reinstate 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	<u>7,000</u>
Total Budget	<u>\$ 402,000</u>

(Program Priority Requests – continued)
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>
Total Budget	<u><u>\$ 2,000,000</u></u>

G.

**Eastern Illinois University
FY2022 Capital Budget Summary**

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 2022, Eastern proposes the regular capital and capital renewal projects listed below.

Regular Capital Projects	Amount
New Science Building – (Escalation only)	\$ 8,208,300
Upgrade Utilities Infrastructure – Safety & Utilities	34,526,900
Repurpose Steam Production Facilities – Remodel & Rehabilitation	<u>53,931,700</u>
Subtotal	\$ <u>96,666,900</u>
Capital Renewal Projects	
Rehabilitate Life Science/Coleman HVAC and Plumbing – (Escalation only)	2,248,500
Fire Alarm Upgrades, Life Science/Buzzard/Coleman – Safety	4,673,300
Rehabilitate Klehm Hall HVAC and Plumbing – Safety & Rehabilitation	6,191,800
Fire Alarm Upgrades, Old Main/Klehm Hall/Student Services – Safety	1,404,400
Upgrade Electrical Building Distribution – Safety & Utilities	5,892,100
Upgrade Electrical System, Physical Science Building – Safety & Utilities	2,681,900
Replace Campus Compressed Air Distribution Piping – Safety & Utilities	1,722,300
Emergency Power System (EPS), Physical Science – Safety	794,600
Rehabilitate Windows, McAfee – Safety & Rehabilitation	3,632,700
Rehabilitate Windows, Booth Library – Safety & Rehabilitation	<u>1,548,100</u>
Subtotal	\$ <u>30,789,700</u>
Total Capital Projects	\$ <u>127,456,600</u>

Eastern Illinois University

Scope Statement

Category: Planning, Construction, & Equipment – Escalation Costs

New Science Building – Project Number 2022–1

\$ 8,208,300

This project was originally appropriated in FY 2020. This request is to recognize the inflation needs for the project from the original request date if lack of funding delays the project.

The 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 \$17.1-million, and construction costs for approximately 104,300 NASF are estimated to be about \$99.9-million. These estimates do not include the cost 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 and Psychology 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. Additionally, economics, math, and/or political science departments could 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 21st-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

New Science Building – Project Number 2022–1, continued

life cycle operational cost are utilities driven. For the Eastern Illinois University 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 been included and will therefore be considered as base infrastructure requirements.

Note that Table F5 does not include approximately \$10 mil in estimated equipment costs for the new building.

TOTAL Project Budget	\$ 127,044,800
Amount appropriated for FY20	<u>118,836,500</u>
Escalation request	<u>\$ 8,208,300</u>

TABLE F-5
EASTERN ILLINOIS UNIVERSITY
BUILDING BUDGET ESTIMATION FORM
BUDGET YEAR
2022

New Science Building					(in thousands of \$)	
Space Type	Text Entry Fields	NASF	Multiplier Factor	GSF	FY20 Rates (S/GSF*)	COST
1) BASE TOTAL		104,274		171,279		65,485.2
a) Instructional lab (wet)		46,107	1.64	75,615	368.00	27,826.6
b) Research lab (wet)		25,548	1.67	42,665	487.43	20,796.4
c) Offices		15,503	1.70	26,355	321.59	8,475.5
d) General		1,650	1.90	3,135	371.32	1,164.1
e) Support		3,316	1.20	3,979	290.13	1,154.4
f) General Classrooms		7,800	1.50	11,700	310.65	3,634.6
g) Special Use (greenhouse)		4,350	1.80	7,830	310.81	2,433.6
2) ADDED COSTS:						15,746.8
a) Historic Preservation Considerations						3,929.1
b) Green Building Design/LEED Certification Level	Silver					9,853.1
c) Other Energy Efficiencies	Near Carbon Neutral Features					1,309.7
d) Seismic Design						654.9
e) High Sophistication Piping						
3) BASE COST						81,232.0
4) ADD ESCALATION COST						7,798.3
a) Escalation (Annual Statewide Average)	3.2%					
b) Escalation (Monthly Statewide Average)	0.27%					
c) Expected Bid Date						
d) Number of Months to Bid Date	36					
5) ESCALATED BUILDING BUDGET						89,030.3
6) ADD 10% FOR CONTINGENCIES						8,903.0
SUBTOTAL, BUILDING BUDGET						97,933.3
ADDITIONAL BUDGET ADDS						
7) A/E FEES		10%	*			9,793.3
a) On-Site Observation						929.7
b) Number of Months	42					
c) Days Per Week	5					
8) REIMBURSABLES						489.7
9) CDB CONSTRUCTION ADMINISTRATION FEE (3%)**						3,409.1
10) OTHER ADDS: Tie into current utility infrastructure						4,000.0
11) ART IN ARCHITECTURE (As Applicable)						489.7
SUB-TOTAL, BUDGET ADDS						19,111.5
GRAND TOTAL, BUILDING BUDGET						117,044.8

Eastern Illinois University

Scope Statement
Category: Safety & Utilities

Upgrade Utilities Infrastructure -- Project Number 2022-2 **\$ 34,526,900**

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	\$ 8,061,500
Upgrade domestic water distribution	6,470,600
Upgrade storm and sanitary infrastructure	9,243,700
Escalation (24 months @ 0.267% per month)	1,538,200
Contingency (10%)	<u>2,557,200</u>
Construction Budget including contingency	\$ 28,129,200
A&E Fees (10%)	2,812,900
On-Site Observation	815,600
Reimbursables	679,700
Asbestos	<u>1,083,900</u>
Project Budget	\$ 33,521,300
CDB Fee (3%)	<u>1,005,600</u>
 TOTAL Project Budget	 <u>\$ 34,526,900</u>

Eastern Illinois University
Scope Statement
Category: Remodel and Rehabilitation

Repurpose Steam Production Facilities – Project Number 2022–3

\$53,931,700

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. 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.

Note that Table F5 does not include approximately \$4 million in estimated equipment costs.

TABLE F-5
EASTERN ILLINOIS UNIVERSITY
BUILDING BUDGET ESTIMATION FORM
BUDGET YEAR
2022

Repurpose Steam Production Facilities						(in thousands of \$)
Space Type	Text Entry Fields	NASF	Multiplier Factor	GSF	FY20 Rates (\$/GSF*)	COST
1) BASE TOTAL		46,238		74,565		23,722.8
a) Instructional lab (dry)		516	1.64	846	348.01	294.4
b) Research lab			1.67	0	487.43	-
c) Offices		37,284	1.70	63,383	321.59	20,383.3
d) General		300	1.90	570	371.32	211.7
e) Support		8,138	1.20	9,766	290.13	2,833.4
f) General Classrooms			1.50	0	310.65	-
g) Special Use (greenhouse)			1.80	0	310.81	-
2) ADDED COSTS:						1,897.9
a) Historic Preservation Considerations						474.5
b) Green Building Design/LEED Certification Level	Silver					1,423.4
c) Other Energy Efficiencies						
d) Seismic Design						
e) High Sophistication Piping						
3) BASE COST						25,620.7
4) ADD ESCALATION COST						2,459.6
a) Escalation (Annual Statewide Average)	3.2%					
b) Escalation (Monthly Statewide Average)	0.27%					
c) Expected Bid Date						
d) Number of Months to Bid Date	36					
5) ESCALATED BUILDING BUDGET						28,080.3
6) ADD 10% FOR CONTINGENCIES						2,808.0
SUBTOTAL, BUILDING BUDGET						30,888.3
ADDITIONAL BUDGET ADDS						
7) A/E FEES						3,088.8
10% *						
a) On-Site Observation						464.9
b) Number of Months	24					
c) Days Per Week	5					
8) REIMBURSABLES						154.4
9) CDB CONSTRUCTION ADMINISTRATION FEE (3%)**						1,454.3
10) OTHER ADDS: Asbestos, Lead, Coal dust cleanup						13,726.6
11) ART IN ARCHITECTURE (As Applicable)						154.4
SUB-TOTAL, BUDGET ADDS						19,043.4
GRAND TOTAL, BUILDING BUDGET						49,931.7

Rehabilitate Life Science/Coleman HVAC and Plumbing – Project Number 2022-4 \$2,248,500

This project was originally appropriated in FY 2010. This request is to recognize the inflation needs for the project from the original request date if there are project delays.

The HVAC systems in the Life Science Building (1963), the Life Science Annex (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 student. 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 corrosions 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	\$5,272,100
Escalation (24 months @ 0.267% per month)	337,400
Contingency (10%)	<u>561,000</u>
Construction Budget including contingency	\$6,170,500
A&E Fees (10%)	617,100
On-Site Observation	180,000
Reimbursables	150,000
Asbestos	<u>308,100</u>
Project Budget	\$7,425,700
CDB Fee (3%)	<u>222,800</u>
TOTAL Project Budget	\$7,648,500
Amount Appropriated for FY19	642,900
Amount Appropriated for FY10	<u>4,757,100</u>
Escalation Request	<u>\$2,248,500</u>

Eastern Illinois University
Scope Statement
Category: Life Safety

Fire Alarm/Fire Protection System Upgrades – Project Number 2022-5

\$4,673,300

This capital project updates the fire alarm detection, pull stations and notification devices to improve fire protection notification and increase occupant safety in Buzzard Hall and Coleman Hall. New fire alarm systems will be compatible with the Simplex systems in campus security and will include an Emergency Notification System (ENS) to align with our 2013 Campus Security Plan as well as conform to the State Fire Marshal code standards and NFPA 101 – Life Safety Code. The ENS will provide student and staff notification of emergency actions such as shelter during severe weather or an active shooter on campus.

Characteristics of the Fire Alarm installations will include:

1. Provide new Addressable Fire Alarm System with Voice Evacuation/Emergency Notification.
2. Wiring shall be concealed where possible.
3. Where practical wiring shall be installed in existing fire alarm system conduits otherwise, new conduit or metal raceway with new wiring will be provided per EIU and CDB standards.
4. Where wiring cannot be concealed such as in mechanical or electrical spaces all wiring shall be installed in surface mounted conduit.
5. In public areas where wiring cannot be concealed, wiring and devices shall be installed in surface metal raceway.
6. Where existing appliance and device locations meet NFPA 72, new notification appliances will be installed; where existing appliance and device locations do not meet NFPA 72 or are inadequate, new devices will be installed to comply. Buzzard Hall currently is partly protected by sprinklers which cover some mechanical spaces in the basement and the open staircases/atriums, however no fire protection exists in all the egress corridors and individual spaces. The project would upgrade the fire protection system to 100% coverage providing fire protection in egress corridors and other spaces. Coleman Hall is a multi-story structure with no fire protection system. The project will install a fire protection service and fire sprinklers according to NFPA 13. In order to facilitate the fire protection and fire alarm in Coleman, it will be necessary to replace ceilings and the aged lighting to allow access for new piping, conduits, etc.

Fire Alarm/Fire Protection System Upgrades – Project Number 2022-5, continued

SUMMARY OF PROJECT COSTS:

Construction	\$ 3,501,600
Escalation (12 months @ 0.267% per month)	112,100
Contingency (10%)	<u>361,400</u>
Construction Budget including contingency	\$ 3,975,100
A&E Fees (10%)	397,500
On-Site Observation (2 visits/week for 48 weeks per building)	20,700
Reimbursables	6,900
Asbestos	<u>137,000</u>
Project Budget	\$ 4,537,200
CDB Fee (3%)	<u>136,100</u>
TOTAL Project Budget	<u>\$ 4,673,300</u>

Eastern Illinois University
Scope Statement
 Category: Safety & Rehabilitation

Rehabilitate Klehm Hall HVAC and Plumbing – Project Number 2022-6 **\$6,191,800**

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 throughout the building to eliminate further system leaks. All domestic hot water piping would be insulated to prevent condensation and meet energy code requirements. Plumbing fixtures and equipment throughout the building would be replaced as well as the sanitary and storm sewer systems.

Note this project will require asbestos abatement.

SUMMARY OF PROJECT COSTS:

Construction	\$ 4,437,900
Escalation (12 months @ 0.267% per month)	142,000
Contingency (10%)	<u>458,000</u>
Construction Budget including contingency	\$ 5,037,900
A&E Fees (10%)	503,800
On-Site Observation	33,500
Reimbursables	75,300
Asbestos	<u>361,000</u>
Project Budget	\$ 6,011,500
CDB Fee (3%)	<u>180,300</u>
 TOTAL Project Budget	 <u><u>\$ 6,191,800</u></u>

Eastern Illinois University
Scope Statement
 Category: Life Safety

Fire Alarm System Upgrades -- Project Number 2022-7

\$ 1,404,400

This capital project updates the fire alarm detection, pull stations and notification devices to improve fire protection notification and increase occupant safety in the Old Main, Klehm Hall and Student Services buildings. New fire alarm systems will be compatible with the Simplex systems in campus security and will include an Emergency Notification System (ENS) to align with our 2013 Campus Security Plan as well as conform to the State Fire Marshal code standards and NFPA 101 – Life Safety Code. The ENS will provide student and staff notification of emergency actions such as shelter during severe weather or an active shooter on campus.

Characteristics of the installation will include:

1. Provide new Addressable Fire Alarm System with Voice Evacuation/Emergency Notification.
2. Wiring and conduits will be concealed in walls and ceilings in public spaces in Old Main.
3. In Klehm and Student Services, wiring and conduits will be concealed where possible or will incorporate surface raceways.
4. Wiring and conduits in mechanical or electrical spaces will be installed in surface mounted conduit.
5. In Old Main, consultant will work with Eastern Illinois University to determine historically significant areas and features within the building to ensure wiring and conduits will be installed concealed.
6. Due to ACM in corridor floor tile in Coleman some floor tile will be removed, abated and replaced.
7. Due to ACM in corridor floor tiles in Klehm, some floor tile will be removed abated and replaced.

SUMMARY OF PROJECT COSTS:

Construction	\$ 995,200
Escalation (12 months @ 0.267% per month)	31,800
Contingency (10%)	<u>102,700</u>
Construction Budget including contingency	\$ 1,129,700
A&E Fees (10%)	113,000
On-Site Observation (2 visits/week for 30 weeks per building)	19,600
Reimbursables	15,500
Asbestos	<u>85,700</u>
Project Budget	\$ 1,363,500
CDB Fee (3%)	<u>40,900</u>
TOTAL Project Budget	<u><u>\$ 1,404,400</u></u>

Eastern Illinois University
Scope Statement
Safety & Utilities

Upgrade Electrical Building Distribution – Project Number 2022-8

\$5,892,100

The existing distribution systems in Coleman and Klehm are original to the buildings. Both have substations and distribution which are more than 40 years of age and obsolete with no readily available replacement parts. This is especially an issue for the integral 5kV incoming switches for the unit substations (USS). Equipment was manufactured by Federal Pacific Electric (FPE) which ceased operations over 20 years ago. With the exception of some later additions, all distribution and branch panels and feeders are 40-50+ years of age and have surpassed normal life expectancies. Old Main has similar issues with the distribution and branch panels which exceed 50 years in age and are also manufactured by FPE.

None of the three buildings have adequate branch and distribution panel capacity to support new program needs. Motor controls are of similar age as the power distribution. Power distribution circuit capacity for necessary replacement of aging mechanical systems is needed.

Klehm is the only building of the three which has a generator and transfer switch for life safety system power such as exit signs, egress lighting and fire alarm system but is not large enough for any other use (19kW/24kVA). The single phase 120/240V generator is well beyond normal life expectancy (Onan - estimated 40-50 years old) and serviceability is questionable.

Old Main and Coleman lack Emergency Power System (EPS) to support central Life Safety systems.

Characteristics of the upgrades will include:

1. Provide new indoor MV Metal Enclosed switches for a 12.47kV loop and for feeds to new Unit Substations for Coleman and Klehm.
2. Replace existing Unit Substations (USS) in Coleman and Klehm. Provide both USS with new PowerLogic meter reconnected to the existing campus metering network. New USS will be sized for mechanical or other load needs.
3. Replace feeders for all existing distribution and branch panels in Coleman, Klehm and Old Main.
4. Replace existing distribution and branch panels in Coleman, Klehm and Old Main.
5. Add new 120/208V, 3Ø, 4W branch panels for future load needs in Coleman, Klehm and Old Main.
6. Replace generator, ATS and panels in Klehm for the EPS.
7. Add new EPS in Coleman and Old Main including new outside, weather enclosed diesel generators, automatic transfer switches and distribution for Life Safety systems.
8. Replace motor controls in Old Main.

Upgrade Electrical Building Distribution – Project Number 2022-8, continued

SUMMARY OF PROJECT COSTS:

Construction	\$ 4,250,400
Escalation (12 months @ 0.267% per month)	136,000
Contingency (10%)	<u>438,600</u>
Construction Budget including contingency	\$ 4,825,000
A&E Fees (10%)	482,500
On-Site Observation (2 visits/week for 32 weeks per building)	166,800
Reimbursables	8,600
Asbestos	<u>237,600</u>
Project Budget	\$ 5,720,500
CDB Fee (3%)	<u>171,600</u>
TOTAL Project Budget	<u>\$ 5,892,100</u>

Eastern Illinois University
Scope Statement
Category: Safety & Rehabilitation

Upgrade Electrical System, Physical Science Building – Project Number 2022-9 **\$2,681,900**

The existing 5kV incoming feed is parallel fed to both the main service switchboard and to the existing 5kV chiller unit with no means for separate disconnection. There are no main campus 5kV distribution loops allowing for a separate shutdown of feeds to the Physical Science building alone. Isolation of the building medium voltage feed is not possible so when the chiller feed must be shut down for repair or service of the existing motor controller, the entire campus 4.16kV circuit #2 must be shut down for disconnection. This can affect a major portion of the north campus.

The electrical distribution is original to the building with only the main switchboard replaced more than 50 years ago (1964). Some feeders remain the original cloth-rubber insulated version from 1937 and present a hazard from imminent failure. Other feeders were installed during the 1964 work and were spliced to older feeders.

Existing distribution and branch panels date to the original building (1937) or to the few changes in 1964 and are all obsolete. Both the switchboard and panels are difficult to service since suitable replacement parts are difficult to obtain or non-Nationally Recognized Testing Laboratory (NRTL) listed devices must be used. Many of the panels have no additional circuit capacity to accommodate program needs or mechanical system upgrades requiring added loads and circuits.

Characteristics of the upgrades will include:

1. Provide new indoor MV Metal Enclosed switches for a new 12.47 kV loop and for feeds to new 480V USS and chiller transformer.
2. Provide separate chiller feed at MV switches for a new outdoor pad-mounted 12.47-4.16 kV transformer for the chiller. The feeder will be connected to the existing chiller MV controller at 4.16kV.
3. Replace the existing Unit Substation (USS) with a new 480/277V USS and a new 208/120V USS. Provide both USS's with a new Power Logic meter reconnected to the existing campus metering network. New USS's will be sized for future mechanical or other load needs.
4. To accommodate new distribution equipment relocate existing old fire alarm, telephone, and EM panels.
5. Replace feeders for all existing distribution and branch panels.
6. Replace existing branch panels.
7. Add new 225A, 120/208V, 3Ø, 4W panels on alternating floors for future branch circuit load needs.
8. Remove and replace floor tile in the corridors to allow for new feeders. Assumed to be ACM.

Upgrade Electrical System, Physical Science Building – Project Number 2022-9, continued

SUMMARY OF PROJECT COSTS:

Construction	\$ 1,962,800
Escalation (12 months @ 0.267% per month)	61,700
Contingency (10%)	<u>198,900</u>
Construction Budget including contingency	\$ 2,187,400
A&E Fees (10%)	218,700
On-Site Observation (2 visits/week for 32 weeks)	6,700
Reimbursables	8,300
Asbestos	<u>182,700</u>
Project Budget	\$ 2,603,800
CDB Fee (3%)	<u>78,100</u>
TOTAL Project Budget	<u>\$ 2,681,900</u>

Eastern Illinois University
Scope Statement
 Category: Safety & Utilities

Replace Campus Compressed Air Distribution Piping – Project Number 2022-10 **\$1,722,300**

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. In addition, portions of the underground piping are in very poor condition.

Under this project the compressed air piping system will be replaced. The new piping system will be appropriately sized for the load it is serving. Copper piping will be re-installed in the existing steam tunnels and polypropylene piping will be provided in all direct buried locations to prevent corrosion.

SUMMARY OF PROJECT COSTS:

Construction	\$ 1,291,000
Escalation (12 months @ 0.267% per month)	41,300
Contingency (10%)	<u>133,200</u>
Construction Budget including contingency	\$ 1,465,500
A&E Fees (10%)	146,600
On-Site Observation (4%)	57,600
Reimbursables	<u>2,400</u>
Project Budget	\$ 1,672,100
CDB Fee (3%)	<u>50,200</u>
 TOTAL Project Budget	 <u><u>\$ 1,722,300</u></u>

Eastern Illinois University
Scope Statement
Category: Life Safety

Add Emergency Power System (EPS), Physical Science Bldg – Project Number 2022-11 \$794,600

The Physical Science building houses the university's chemistry, geology-geography, physics and psychology departments. Program support includes power for fume hoods, lab make-up air units, on-going research lab needs (refrigerators, test equipment, etc.), control power to maintain heat and ventilation plus Life Safety systems such as emergency lighting and fire alarm. Currently, the Physical Science building has no back up power system to maintain functioning of the Life Safety systems nor a means to maintain critical services for labs and research equipment during an extended utility power outage. This presents safety hazards to the students and staff since life safety systems have limited run time for occupancy while on-going functions must be maintained to avoid hazards associated with the programs and research operations and equipment.

Loads must be analyzed and determined for essential needs and a complete Emergency Power System installed including generation, automatic load transfer, system monitoring and electrical distribution and circuits. Considerations to be part of the analysis should include determination of suitable location for an outside, weather enclosed generator with respect to building electrical equipment location, campus traffic and pedestrian paths and access. Equally, available interior building spaces and locations of new EPS distribution equipment and panel locations must be determined to best serve current and future needs.

Characteristics of a New EPS will include:

1. Analyze essential load needs in conjunction with EIU.
2. Analyze site conditions for location of enclosed generator.
3. Analyze building conditions and space for new EPS equipment.
4. Provide a weather enclosed, diesel powered generator outside of building based upon considerations noted above and in concert with EIU.
5. Estimated minimum size of generator shall be 400kW/500kVA, 480/277V, 3 phase, 4 wire.
6. Provide a new generator distribution panel.
7. EPS will include new automatic transfer switches (ATS) with a minimum of one (1) for Life Safety circuits and one (1) for optional loads.
8. Provide new distribution panels, feeders and branch panels/circuits for Life Safety loads.
9. Provide new distribution panels, feeders and branch panels for Optional loads including essential mechanical and other equipment.
10. Locations of new Life Safety and Optional load panels and equipment will included analysis of locations of essential loads and where feasible include capacity for future needs as best determined by EIU and the designer.
11. If necessary provide an optional ATS for a dedicated, separate distribution to feed emergency mechanical loads.

Add Emergency Power System (EPS) to Physical Science Building – Project Number 2022-11,
continued

SUMMARY OF PROJECT COSTS:

Construction	\$ 586,100
Escalation (12 months @ 0.267% per month)	18,800
Contingency (10%)	<u>60,500</u>
Construction Budget including contingency	\$ 665,400
A&E Fees (10%)	66,500
On-Site Observation (2 visits/week for 30 weeks)	6,900
Reimbursables	6,400
Asbestos	<u>26,300</u>
Project Budget	\$ 771,500
CDB Fee (3%)	<u>23,100</u>
TOTAL Project Budget	<u>\$ 794,600</u>

Eastern Illinois University
Scope Statement
 Category: Safety & Rehabilitation

Rehabilitate Windows, McAfee – Project Number 2022-12 **\$2,063,800**

McAfee Gymnasium is a beautiful art deco structure constructed by the WPA in 1937; it is listed on the national register of historic places. This project will repair/replace the classroom and other windows in McAfee Gym and tuckpoint brick and masonry as necessary. The University will work with the Illinois Historic Preservation Agency (IHPA) to assure that public spaces will not be adversely affected by the project.

Note this project will require asbestos abatement.

SUMMARY OF PROJECT COSTS:

Construction	\$ 2,765,800
Escalation (12 months @ 0.267% per month)	88,500
Contingency (10%)	<u>285,400</u>
Construction Budget including contingency	\$ 3,139,700
A&E Fees (10%)	314,000
On-Site Observation	6,000
Reimbursables	2,100
Asbestos	<u>65,100</u>
Project Budget	\$ 3,526,900
CDB Fee (3%)	<u>105,800</u>
 TOTAL Project Budget	 <u><u>\$ 3,632,700</u></u>

Eastern Illinois University
Scope Statement
 Category: Safety & Rehabilitation

Rehabilitate Windows, Booth Library – Project Number 2022-13 **\$1,548,100**

Booth Library was constructed in 1950; it is eligible for the national register of historic places. This project will repair/replace the windows and tuckpoint brick and masonry as necessary. The University will work with the Illinois Historic Preservation Agency (IHPA) to assure that public spaces will not be adversely affected by the project.

Note this project will require asbestos abatement.

SUMMARY OF PROJECT COSTS:

Construction	\$ 1,157,400
Escalation (12 months @ 0.267% per month)	37,000
Contingency (10%)	<u>119,400</u>
Construction Budget including contingency	\$ 1,313,800
A&E Fees (10%)	131,400
On-Site Observation	5,000
Reimbursables	2,000
Asbestos	<u>50,800</u>
Project Budget	\$ 1,503,000
CDB Fee (3%)	<u>45,100</u>
 TOTAL Project Budget	 <u><u>\$ 1,548,100</u></u>

H. 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
Material Fees	60,000		60,000
Student Fee Programs/Services	2,150,000		2,150,000
Service Departments	1,450,000		1,450,000
Student/Staff Programs/Services	140,000		140,000
Educational Services	70,000		70,000
Auxiliary Enterprises-Other	1,275,000	500,000	1,775,000
Public Services	35,000		35,000
Continuing Education (CC)	60,000		60,000
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
Self-Insurance Reserve (replacing SURMA)	600,000		600,000
Auxiliary Enterprises - Textbook Rental Service	2,600,000		2,600,000
Capital Projects - Old Main Corridors	1,000,000		* 1,000,000
Capital Projects - Science Building Renovations	5,400,000		* 5,400,000
Capital Projects - Building Security Upgrades	2,000,000		* 2,000,000
Capital Projects - Lantz Water Infiltration	1,500,000		* 1,500,000

* Re-authorization of these capital project reserves is being requested.

It is recommended that the Board approve these non-indentured reserves.

I. **Budget Approval - Athletics**

Board of Trustees Regulation IV.J.2.b. provides that state appropriations can be used for the support of intercollegiate athletics up to 1.5% of the university's annual state appropriation. Board approval is required when such expenditures exceed 1.5%. In FY20 the amount of appropriated dollars used to support athletics is projected as follows:

Total Budgeted Appropriated and Income Fund Revenue	\$79,154,400
Total Athletic Budget Allocated from Appropriated and Income Fund Revenue	1,305,347
Percentage	1.65%

It is recommended that the Board of Trustees approve the 2020 Appropriated and Income Fund budget for Intercollegiate Athletics.

J. Approval of Master Contract with EIU Alumni Association

Master Contract
Between
The Board of Trustees
of Eastern Illinois University
and the
Eastern Illinois University Alumni Association, Inc.

This agreement entered into as of the 1st day of July, 2020, between The Board of Trustees of Eastern Illinois University, a body politic and corporate of the State of Illinois, hereinafter called "University," and the Eastern Illinois University Alumni Association, Inc., an Illinois not-for-profit corporation, hereinafter called "Alumni Association."

WHEREAS, the Alumni Association was established as a separate not-for-profit corporate entity whose principle purpose is to inspire the loyalty and commitment of alumni by communicating issues of significance; and

WHEREAS, the Alumni Association and the University have cooperated in numerous ways to meet the goals and responsibilities of the University and desire to continue such cooperation; and

WHEREAS, guidelines adopted by the Illinois Legislative Audit Commission, as amended September 10, 1997, hereinafter called "University Guidelines," provide that the relationship between the University and the Alumni Association shall be contained in a written contract.

NOW, THEREFORE, witness this agreement:

1. The Alumni Association agrees to provide for the University the following services:
 - a) Serve as a not-for-profit organization dedicated to advancing the interests and welfare of Eastern Illinois University and its alumni.
 - b) Provide the means for the University to continue its practice of offering for its alumni an Alumni Association and thereby maintain at the University a widely accepted and honored tradition so prevalent among quality institutions of higher education.
 - c) Provide financial support to the University through a grant-process.
 - d) Consult on a regular basis with the University administration concerning services to be performed hereunder for the benefit of the University and to do all other things requested by the President of the University and agreed to by the Alumni Association in the furtherance of the educational, research, and service goals and responsibilities of the University.
2. The University agrees:
 - a) That the Alumni Association may use the University's name as part of the Alumni Association's name during the term of this contract.
 - b) To continue to provide the Alumni Association with University services, facilities, and resources as agreed upon by the parties from time to time.
3. The Alumni Association agrees that it shall be subject to those provisions of the University Guidelines pertaining to University-Related Organizations at all times during the performance of this contract.
4. For all services performed by the Alumni Association for the University hereunder, the Alumni Association shall maintain records, including cost allocation detail, time records, and records

of supplies and materials consumed, to enable a review of this contract by the Illinois Auditor General.

5. If the Alumni Association performs an auxiliary enterprise or activity function pursuant to a contract with the University, the Alumni Association may retain non-gift monies to the extent permitted by the working capital and capital reserves provisions of the University Guidelines. Any monies received in excess of these amounts shall be returned to the University for deposit in the University's treasury.
6. The University and the Alumni Association agree that there shall be no direct or indirect subsidies of the Alumni Association. The term "subsidies" shall be as used in the University Guidelines and shall not be defined to include consideration in contracts for services.
7. The Alumni Association shall report to the University the purchase of any real estate in excess of \$250,000 and the acceptance of any gifts of real estate estimated to have a fair market value in excess of \$250,000.
8. The University and Alumni Association agree that the Alumni Association's primary purpose is not to be a fundraising body, however, from time to time the Alumni Association may receive, hold and administer gifts of property, real or personal, financial or otherwise, to be used for the benefit of Eastern Illinois University and administered in accordance to the terms specified by the donor. In the event the donor does not specify the terms for which the gift shall be used, then the Alumni Association, in consultation with the University, shall administer and use the gift for the benefit of the University.
9. The Alumni Association does not anticipate utilizing the service of a subcontractor and may not utilize a subcontractor without the express written consent of the University.
10. The Alumni Association agrees to make available to the University the premises at 1544 and 1548 Fourth Street, Charleston, Illinois, described as:

1544 Fourth Street (Linder House)

The North Sixty (60) feet of Lot Three (3) in Elsmere in the City of Charleston, Coles County, Illinois, except the West Thirty (30) feet of even width of the North Twenty (20) feet therein.

- a) The University shall use the premises for its office of Alumni Services, related support staff, and such other purposes as the parties may from time to time agree. The Alumni Association agrees to pay the cost of necessary and appropriate property insurance on the premises and to pay real property taxes thereon, if any.
- b) The University shall furnish the office equipment and fixtures to be used on the premises. Such items shall remain the property of the University and may be removed from the premises within a reasonable time after the termination of this agreement.
- c) From time to time, the University may make alterations and improvements to the premises, subject to the prior approval of the Alumni Association Board of Directors.
- d) From time to time, the Alumni Association may remodel, repurpose, make alterations and/or improvements to the premises, and will work with the University to limit any inconvenience to their staff.
- e) In exchange for the use of the premises noted above, the University agrees to pay all utility expenses as well as provide the labor and materials for the normal cleaning and maintenance of the interior, exterior and grounds of the premises as are necessary or reasonably appropriate in the course of maintenance of the property.

- f) The Alumni Association reserves the right to sell the property with 90 days' notice provided to the University, ~~with its Foundation having the right of first refusal.~~

1548 Fourth Street (Brainard House)

Forty (40) feet of even width off of the South side of Lot Three (3) and Thirty (30) feet of even width off of the North side of Lot Four (4) in Elsmere, in the City of Charleston, Coles County, Illinois.

- g) The University shall use the premises for its office of Alumni Services, related support staff, and such other purposes as the parties may from time to time agree.
 - h) The Alumni Association agrees to pay the cost of necessary and appropriate property insurance on the premises, and to pay real property taxes thereon, if any.
 - i) The University shall furnish the office equipment and fixtures to be used on the premises. Such items shall remain the property of the University and may be removed from the premises within a reasonable time after the termination of this agreement.
 - j) From time to time, the University may make alterations and improvements to the premises, subject to the prior approval of the Alumni Association Board of Directors.
 - k) From time to time, the Alumni Association may remodel, repurpose, make alterations and/or improvements to the premises, and will work with the University to limit any inconvenience to their staff.
 - l) In exchange for the use of the premises noted above, the University agrees to pay all utility expenses as well as provide the labor and materials for the normal cleaning and maintenance of the interior, exterior and grounds of the premises as are necessary or reasonably appropriate in the course of maintenance of the property.
 - m) The Alumni Association reserves the right to sell the property with 90 days' notice provided to the University, ~~with its Foundation having the right of first refusal.~~
11. Neither party may assign this agreement in whole or in part without the prior written consent of the other party.
12. This contract shall be governed in all aspects by the Laws of the State of Illinois.
13. Under penalties of perjury, the Alumni Association certifies that 37-1059135 is its correct Federal Taxpayer Identification Number, doing business as a not-for-profit corporation.
14. The parties further mutually agree:
- a) The term of this contract shall begin on July 1, 2020 and extend through June 30, 2021 and shall automatically renew from year to year thereafter for a maximum total contract period of five years unless either party shall give notice of non-renewal to the other party in writing at least ninety (90) days prior to the expiration of the original term or any renewal term of this contract. Any such notice to the University shall be given to the Vice President for Business Affairs, Eastern Illinois University, 600 Lincoln Avenue, Charleston, IL 61920, or such notice to the Alumni Association shall be given to the Executive Director, Eastern Illinois University Alumni Association, 1548 Fourth Street, Charleston, IL 61920.
 - b) Any revisions in this contract for any renewal year shall be cooperatively negotiated by the parties and reduced to writing at least ninety (90) days prior to expiration of the original term or any renewal term of this contract. In the event this contract, or any renewal thereof is terminated by either party, the Alumni Association shall provide for the orderly transfer to the University, or such other entity as the University may

designate, of all assets and responsibilities of the University pursuant to Section 10-45(a)(6) of the Eastern Illinois University Law.

- c) That specific projects or activities not already covered by the contract may be agreed upon between the parties in writing as an amendment to this contract, which shall constitute a portion of this contract as though originally contained herein.
15. "The parties understand that various certifications, terms and conditions as appended to this contract as "Terms and Conditions" are based on specific laws and regulations, some of which may not apply to the Alumni Association or to the performance of this contract. The inclusion of any such certification, term or condition that is not otherwise applicable to the Alumni Association or to this contract is not intended to enlarge the scope of application of the cited law or regulation or to impose upon the Alumni Association any obligation not required by law or regulation."

The Board of Trustees
of Eastern Illinois University

Eastern Illinois University
Alumni Association, Inc.

By _____
David Glassman
President
Eastern Illinois University

By _____
Nick Owens
President
Eastern Illinois University Alumni
Association, Inc.

By _____
Paul McCann
Vice President for Business Affairs
Eastern Illinois University

By _____
Steve Rich
Executive Director
Eastern Illinois University Alumni
Association, Inc.

Terms and Conditions:

All contracts shall be in full compliance with the Illinois Procurement Code, 30 ILCS 500, and the Procurement Rules of the Chief Procurement Officer for Public Institutions of Higher Education, 44 Ill. Adm. Code 4.

ALTERATION/MODIFICATION OF ORIGINAL DOCUMENTS: Vendor certifies that no alterations or modifications may be made to the original content of this bid, request for proposal (RFP) or other procurement documents (either text or graphics and whether transmitted electronically or hard copy). Any alternate or exceptions (whether to products, services, terms, conditions or other procurement document subject matter) are apparent and clearly noted in the offered response. The vendor understands that failure to comply with this requirement may result in the offer being disqualified and, if determined to be a deliberate attempt to misrepresent the offer, may be considered as sufficient basis to suspend or debar the violating party from consideration for future contract awards.

ASSIGNMENT AND SUBCONTRACTING (30 ILCS 500/20-120): Any contract may not be assigned or transferred in whole or in part by vendor without the prior written consent of the University. For purposes of this section, subcontractors are those specifically hired by the vendor to perform all or part of the work covered by the contract. Vendor shall describe the names and addresses of all subcontractors to be utilized by vendor in the performance of the resulting contract, together with a description of the work to be performed by the subcontractor and the anticipated amount of money that each subcontractor is expected to receive pursuant to a subsequent contract. Vendor shall notify the University in writing of any additional or substitute subcontractors hired during the term of a resulting contract, and shall supply the names and addresses and the expected amount of money that each new or replaced subcontractor will receive pursuant to the contract. All subcontracts must include the same certifications and disclosures that vendor must make as a condition of their contract.

AVAILABILITY OF APPROPRIATION (30 ILCS 500/20-60): Any resulting contract is contingent upon and subject to the availability of funds. The University, at its sole option, may terminate or suspend this contract, in whole or in part, without penalty or further payment being required, if (1) the Illinois General Assembly or the federal funding source fails to make an appropriation sufficient to pay such obligation, or if funds needed are insufficient for any reason; (2) the Governor decreases the department's funding by reserving some or all of the department's appropriation(s) pursuant to power delegated to the Governor by the Illinois General Assembly; or (3) the department determines, in its sole discretion or as directed by the Office of the Governor, that a reduction is necessary or advisable based upon actual or projected budgetary considerations. Contractor will be notified in writing of the failure of appropriation or of a reduction or decrease.

BUSINESS ENTERPRISE PROGRAM (BEP) (P.A. 87-701): A minority owned business is at least 51% owned by one or more minority persons, or in the case of a corporation, at least 51% of the stock which is owned by one or more minority persons and the management and daily operations of which are controlled by one or more of the minority individuals who own it. Minority shall mean a person who is a citizen or lawful permanent resident of the U.S. and who is Black, Hispanic, Asian American, American Indian, Alaskan Native, female or qualified disabled person. For clarification of ethnic categories, contact the BEP of the Illinois Department of Central Management Services (CMS).

CONFLICTING DOCUMENTS: In the event of a conflict between the contract certifications and the contract or purchase order, whichever may be the case, contract certifications shall control.

GOVERNING LAW: All contracts shall be governed and constructed in accordance with the laws of the State of Illinois. Venue shall be in Coles County, Illinois.

INDEMNIFICATION: The vendor shall defend, indemnify, keep and save harmless the Board of Trustees, its board members, representatives, officers, agents and employees, in both individual and official capacities, against all suits, claims, damages, losses and expenses, including attorney's fees, caused by, growing out of, or incidental to, performance of work under a contract by contractor or their subcontractors to the full extent which would render these provisions void or unenforceable. In event of any such injury (including death) or loss or damage, or claims therefore, contractor shall give prompt notice to owner.

PREVAILING WAGE (820 ILCS 130/3 et. seq.): When applicable, all vendors must include payment of prevailing wages to all workers, in accordance with the Illinois Department of Labor, Rules and Regulations and the current Coles County Prevailing Wage rate table for Coles County, Illinois.

PRINTING SERVICE (50 ILCS 520/10 & 30 ILCS 500/25-60): If order is \$2,000 or more, employees producing the printing shall receive the prevailing wage rate and be working under conditions prevalent in the locality where the work is to be performed. Unless otherwise indicated, printing must be produced using soybean oil-based ink.

RECORDS RETENTION (30 ILCS 500/20-65): The vendor (and any subcontractors) shall maintain, for a minimum of three years after completion of contract, adequate books, records and supporting documents to verify amounts, receipts and uses of all disbursements of funds passing in conjunction with this contract. Records shall be available for review and audit by the Auditor General. If this order is funded from contract/grant funds provided by the U.S. Government, the order, books and records shall be

available for review and audit by the Auditor General of the U.S. and/or the Inspector General of the federal sponsoring agency. The vendor further agrees to cooperate fully with any audit and to make the books and records available to the Auditor General, CPO, internal auditor and the purchasing agency. Failure to maintain records required by this provision shall establish a presumption in favor of the State for recovery of any funds paid by the State under contract for which adequate records are not available to support their purported disbursement.

RECYCLED MATERIALS (30 ILCS 500/45-20): When a public contract is to be awarded to the lowest responsible vendor, an otherwise qualified vendor who shall fulfill the contract through the use of products made of recycled materials may, on a pilot basis or in accordance with a pilot study, be given preference over other vendors unable to do so, provided that the cost included in the bid of products made of recycled materials is not more than 10% greater than the cost of products not made of recycled materials.

SUBSTANCE ABUSE PREVENTION ON PUBLIC WORKS PROJECT ACT (P.A. 095-0635): The vendor certifies that it is in compliance with this Act. The Act requires, in part, that a written substance abuse prevention program which meets or exceeds the program requirements of the Act be filed with EIU prior to commencement of any work. The Act also requires the program to be made available to the general public. The provisions of the Act apply only to the extent that there is not a collective bargaining agreement in effect dealing with the subject matter of the Act.

NOTE: EIU pays all invoices pursuant to the State of Illinois Prompt Payment Act (30 ILCS 540).

EIU Small Purchase Certifications must be completed when responding to an EIU Request for Quote (RFQ) if the vendor **is not** registered in the Illinois Procurement Gateway (IPG) and **does not have** a current IPG Registration Number with an unexpired date.

If the vendor **is** registered in the Illinois Procurement Gateway (IPG) and **does have** a valid unexpired IPG registration number, the vendor may complete and submit **Form B** with their response which can be found at <http://www.illinois.gov/cpo/HigherEd/Documents/Form B.docx>.

To verify registration, go to the Illinois Procurement Gateway and search the Registered Vendor Directory. If you do not find your company name, you will need to complete and submit your Illinois Vendor Registration. You must submit with your solicitation response the information requested on the EIU Small Purchase Certifications until you receive an approval with your registration number and expiration date.

Failure to provide the applicable EIU Small Purchase Certifications or Form B may render the submission non-responsive and result in disqualification.

-
1. **Certifications**

Vendor acknowledges and agrees that compliance with this subsection in its entirety for the term of any resulting contract and any renewals is a material requirement and condition of the contract. By executing the contract vendor certifies compliance with this subsection in its entirety, and is under a continuing obligation to remain in compliance and report any non-compliance.

If the contract extends over multiple fiscal years, including the initial term and all renewals, vendor and its subcontractors shall confirm compliance with this section in the manner and format determined by the State by the date specified by the State and in no event later than July 1 of each year that the contract remains in effect.

If the Parties determine that any certification in this section is not applicable to the contract it may be stricken without affecting the remaining subsections.
 - 1.1. As part of each certification, vendor acknowledges and agrees that should vendor or its subcontractors provide false information, or fail to be or remain in compliance with the standard certification requirements, one or more of the following sanctions will apply:
 - o the contract may be void by operation of law,
 - o the State may void the contract, and
 - o the vendor and its subcontractors may be subject to one or more of the following: suspension, debarment, denial of payment, civil fine, or criminal penalty.

Identifying a sanction or failing to identify a sanction in relation to any of the specific certifications does not waive imposition of other sanctions or preclude application of sanctions not specifically identified.
 - 1.2. **This applies to individuals, sole proprietorships, partnerships and LLCs, but is otherwise not applicable.** Vendor, if an individual, sole proprietor, partner or an individual as member of a LLC, certifies he/she is not in default on an educational loan. 5 ILCS 385/3
 - 1.3. **This applies only to certain service contracts and does NOT include contracts for professional or artistic services.** To the extent there was a current vendor providing the services covered by this contract and the

- employees of that vendor who provided those services are covered by a collective bargaining agreement, vendor certifies (i) that it will offer to assume the collective bargaining obligations of the prior employer, including any existing collective bargaining agreement with the bargaining representative of any existing collective bargaining unit or units performing substantially similar work to the services covered by the contract subject to its bid or offer; and (ii) that it shall offer employment to all employees currently employed in any existing bargaining unit who perform substantially similar work to the work that will be performed pursuant to this contract. This does not apply to heating, air conditioning, plumbing and electrical service contracts. 30 ILCS 500/25-80
- 1.4. Vendor certifies it has neither been convicted of bribing or attempting to bribe an officer or employee of the State of Illinois or any other state, nor made an admission of guilt of such conduct that is a matter of record. 30 ILCS 500/50-5
 - 1.5. If vendor has been convicted of a felony, vendor certifies at least five years have passed after the date of completion of the sentence for such felony, unless no person held responsible by a prosecutor's office for the facts upon which the conviction was based continues to have any involvement with the business. 30 ILCS 500/50-10
 - 1.6. If vendor or any officer, director, partner, or other managerial agent of vendor has been convicted of a felony under the Sarbanes-Oxley Act of 2002, or a Class 3 or Class 2, felony under the Illinois Securities Law of 1953, vendor certifies at least five years have passed since the date of the conviction. Vendor further certifies that it is not barred from being awarded a contract. 30 ILCS 500/50-10.5
 - 1.7. Vendor certifies it is not barred from having a contract with the State based upon violating the prohibitions related to either submitting/writing specifications or providing assistance to an employee of the State of Illinois by reviewing, drafting, directing, or preparing any invitation for bids, a request for proposal, or request of information, or similar assistance (except as part of a public request for such information). 30 ILCS 500/50-10.5(c)
 - 1.8. Vendor certifies that it and its affiliates are not delinquent in the payment of any debt to the State, or if delinquent have entered into a deferred payment plan to pay the debt. 30 ILCS 500/50-11, 50-60
 - 1.9. Vendor certifies that it and all affiliates shall collect and remit Illinois Use Tax on all sales of tangible personal property into the State of Illinois in accordance with provisions of the Illinois Use Tax Act. 30 ILCS 500/50-12
 - 1.10. Vendor certifies that it has not been found by a court or the Pollution Control Board to have committed a willful or knowing violation of the Environmental Protection Act within the last five years, and is therefore not barred from being awarded a contract. 30 ILCS 500/50-14
 - 1.11. Vendor certifies it has neither paid any money or valuable thing to induce any person to refrain from bidding on a State contract, nor accepted any money or other valuable thing, or acted upon the promise of same, for not bidding on a State contract. 30 ILCS 500/50-25
 - 1.12. Vendor certifies that if it is awarded a contract through the use of the preference required by the Procurement of Domestic Products Act, then it shall provide products pursuant to the contract or subcontract that are manufactured in the United States. 30 ILCS 517
 - 1.13. **This applies to construction, reconstruction, alteration, repair or maintenance of public works.** Vendor certifies steel products used or supplied in the performance of a contract for public works shall be manufactured or produced in the United States, unless the executive head of the procuring Agency/University grants an exception. 30 ILCS 565
 - 1.14. Drug Free Workplace
 - 1.14.1. If vendor employs 25 or more employees and this contract is worth more than \$5,000, vendor certifies it will provide a drug free workplace pursuant to the Drug Free Workplace Act.
 - 1.14.2. If vendor is an individual and this contract is worth more than \$5,000, vendor certifies it shall not engage in the unlawful manufacture, distribution, dispensation, possession, or use of a controlled substance during the performance of the contract. 30 ILCS 580
 - 1.15. **This applies to contracts over \$10,000.** Vendor certifies that neither vendor nor any substantially owned affiliate is participating or shall participate in an international boycott in violation of the U.S. Export Administration Act of 1979 or the applicable regulations of the United States Department of Commerce. 30 ILCS 582
 - 1.16. Vendor certifies that no foreign-made equipment, materials, or supplies furnished to the State under the contract have been or will be produced in whole or in part by forced labor or indentured labor under penal sanction. 30 ILCS 583
 - 1.17. Vendor certifies that no foreign-made equipment, materials, or supplies furnished to the State under the contract have been produced in whole or in part by the labor of any child under the age of 12. 30 ILCS 584

- 1.18. **This applies to information technology contracts and is otherwise not applicable.** Vendor certifies that information technology, including electronic information, software, systems and equipment, developed or provided under this contract comply with the applicable requirements of the Illinois Information Technology Accessibility Act Standards as published at www.dhs.state.il.us/iitaa . 30 ILCS 587
- 1.19. **This applies to contracts that were let for bid.** Vendor certifies it has not been convicted of the offense of bid rigging or bid rotating or any similar offense of any state or of the United States. 720 ILCS 5/33E-3, 33E-4
- 1.20. Vendor warrants and certifies that it and, to the best of its knowledge, its subcontractors have and will comply with Executive Order No. 1 (2007). The Order generally prohibits vendors and subcontractors from hiring the then-serving Governor's family members to lobby procurement activities of the State, or any other unit of government in Illinois including local governments if that procurement may result in a contract valued at over \$25,000. This prohibition also applies to hiring, for that same purpose, any former State employee who had procurement authority at any time during the one-year period preceding the procurement lobbying activity.
- 1.21. Vendor certifies that it has read, understands, and is in compliance with the registration requirements of the Elections Code (10 ILCS 5/9-35) and the restrictions on making political contributions and related requirements of the Illinois Procurement Code. Vendor will not make a political contribution that will violate these requirements. 30 ILCS 500/20-160 and 50-37
- 1.22. A person (other than an individual acting as a sole proprietor) must be a duly constituted legal entity and authorized to transact business or conduct affairs in Illinois prior to submitting a bid or offer. If you do not meet these criteria, then your bid or offer will be disqualified. 30 ILCS 500/20-43
- 1.23. Vendor certifies it is not a State of Illinois employee nor the spouse or minor child of any state employee. 30 ILCS 500/50-13

2. **Business Information**

Is your company at least 51% owned and controlled by individuals in one of the following categories? If "Yes," please check the category that applies:

- | | |
|--|--|
| <input type="checkbox"/> Veteran (30 ILCS 500/45-57) | <input type="checkbox"/> American Indian or Alaska Native |
| <input type="checkbox"/> Small Business (30 ILCS 500/45-45) | <input type="checkbox"/> Asian |
| <input type="checkbox"/> Female (30 ILCS 575/2(A)(2) & (4)) | <input type="checkbox"/> Black or African American |
| <input type="checkbox"/> Disadvantaged (49 CFR 26) | <input type="checkbox"/> Hispanic or Latino |
| <input type="checkbox"/> Person with Disability (30 ILCS 575/2(A)(2.05) & (2.1)) | <input type="checkbox"/> Native Hawaiian or Pacific Islander |

3. **Taxpayer Identification Number**

I certify that the number shown on this form is my correct taxpayer identification number (or I am waiting for a number to be issued to me), and I am not subject to backup withholding because: (a) I am exempt from backup withholding, or (b) I have not been notified by the Internal Revenue Service (IRS) that I am subject to backup withholding as a result of a failure to report all interest or dividends, or (c) the IRS has notified me that I am no longer subject to backup withholding, and I am a U.S. person (including a U.S. resident alien).

- o If you are an individual, enter your name and SSN as it appears on your Social Security Card.
- o If you are a sole proprietor, enter the owner's name on the name line followed by the name of the business and the owner's SSN or EIN.
- o If you are a single-member LLC that is disregarded as an entity separate from its owner, enter the owner's name on the name line and the D/B/A on the business name line and enter the owner's SSN or EIN.
- o If the LLC is a corporation or partnership, enter the entity's business name and EIN and for corporations, attach IRS acceptance letter (CP261 or CP277).
- o For all other entities, enter the name of the entity as used to apply for the entity's EIN and the EIN.

Name/Business Name: _____

Employer Identification Number or Social Security Number: _____

Legal Status (check one):

- | | |
|--|--|
| <input type="checkbox"/> Individual | <input type="checkbox"/> Governmental |
| <input type="checkbox"/> Sole Proprietor | <input type="checkbox"/> Nonresident alien |
| <input type="checkbox"/> Partnership | <input type="checkbox"/> Estate or trust |

- Legal Services Corporation
- Tax-exempt
- Corporation providing or billing
medical and/or health care services
- Corporation NOT providing or billing
medical and/or health care services

- Pharmacy (Non-Corp.)
- Pharmacy/Funeral Home/Cemetery (Corp.)
- Limited Liability Company
(select applicable tax classification)
 - D = disregarded entity
 - C = corporation
 - P = partnership

K. First Reading: Amendment to Board of Trustee Policy Article II §G.2: (see bold red)

2. Evaluation of the President

a. The Board shall review annually the performance of the President before the end of the last quarter in the fiscal year.

b. The material used in the President's annual performance review shall include: (1) a statement of the President's goals and objectives, **(2) feedback received from stakeholders including board members, members of President Council, Mayor of Charleston, and leaders of Faculty Senate, Student Senate and Staff Senate, and (3)** such other material as specified by the Board.

L. First Reading: Revision to Board of Trustee Regulations, Section II.B.7.h (replaced with bold red)

Educational Leave

~~Employees shall have the right to apply for an educational leave after having completed a period of five (5) years of service at the University. Employees shall submit requests for leave in writing to their supervisor. If such supervisor approves the request, it shall be forwarded to the President of the University for approval together with the written recommendation of the supervisor and a statement indicating whether the work of the administrative or academic unit in which the applicant serves can be so arranged as to be carried forth effectively during the period of leave. The supervisor shall further set forth in detail a report summarizing the work the employee intends to perform during the leave and shall further indicate how such work is consistent with the goals of the University or the professional development of the applicant. The President shall consult with the Board prior to the award of an educational leave to a Provost/Vice President.~~

- ~~1. Applications for educational leave may be approved for the following purposes:
 - a. study and research, including related travel; or
 - b. creative work in the employee's field of endeavor.~~
- ~~2. The employee shall, prior to the granting of educational leave, enter into a written agreement with the University that, upon the termination of such leave, the employee will return to service for a full year and that, in default of completing such service, will refund, unless excused therefrom by the President for reasons satisfactory to him/her, an amount equal to such proportion of salary received while on leave as the amount of service not actually rendered as agreed bears to the whole amount of service agreed to be rendered. No such refund shall be necessary should the employee be terminated prior to the completion of the service agreed upon.~~
- ~~3. Ordinarily, educational leaves may not result in an increase in net salary cost.~~
- ~~4. An educational leave shall not be awarded more than once in every seven (7) years, and educational leave time shall not be cumulative.~~
- ~~5. Salary payments during educational leave shall be: one half pay if leave is granted for a full year; full pay if leave is granted for one half year.~~
- ~~6. The maximum number of educational leave units that may be used during each fiscal year at the University shall be one unit for each twenty-five (25) full-time faculty and administrative employees who are not covered by a collective bargaining agreement, or major fraction thereof. Each unit so derived shall generate twelve (12) half pay months or six (6) full pay months of educational leave.~~

Faculty sabbatical practices are detailed in collective bargaining agreement(s).

For administrative & professional employees:

An employee may apply for an educational leave after having completed a period of five (5) continuous full-time years of service at the University as long as such leave may not result in an increase in net salary costs to the employee's administrative unit or division. Any request must align with the University's mission and institutional priorities and be supported by an employee's immediate supervisor and Vice President. The President may exercise his/her discretion in granting or denying any request. If granted, acceptance by the employee will require execution of a written agreement that s/he will return to the University following the leave for full-time service of at least one year or, in default, refund any salary paid during the leave. The President shall consult with the Board prior to granting an educational leave to a Provost/Vice President.

M. 2021 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 22, 2021 (Meeting on Campus)

Friday, April 23, 2021 (Meeting on Campus)

Friday, June 25, 2021 (Meeting on Campus)

Saturday, June 26, 2021 Board Retreat (Location – TBA)

Friday, September 10, 2021 (Meeting on Campus)

Friday, November 12, 2021 (Meeting on Campus)

It is recommended that the Board of Trustees approve the 2021 Board Meeting Calendar

INFORMATION ITEMS

V. INFORMATION ITEMS

A. President's Report

Facilities Update – Tim Zimmer, Director of Facilities Planning & Management

B. Reports from Constituencies

Student Government – Carson Gordon

C. Summary of Purchases \$100,000 - \$249,000 and Large Exempt Purchases

<u>Vendor</u>	<u>Type of Purchase</u>	<u>Bids</u>	<u>Amount</u>
Sage Publications Inc.	Textbooks	(A)	\$110,000.00
MacMillan Holdings LLC	Textbooks	(B)	\$200,000.00
WW Norton and Co.	Textbooks	(C)	\$125,000.00
McGraw-Hill	Textbooks	(D)	\$400,000.00
Cengage Learning	Textbooks	(E)	\$400,000.00
Pearson Education	Textbooks	(F)	\$500,000.00
John Wiley and Sons Inc.	Textbooks	(G)	\$110,000.00
MBS Textbook	Textbooks	(H)	\$100,000.00
Ohio Valley Conference	Funding for Arbiter System	(I)	\$170,000.00
D2L	Software License	(J)	\$134,000.00
McLane Food Service Dist.	Edibles and Non-edibles Chick-Fil-A	(K)	\$150,000.00
City of Charleston	Fire Protection	(L)	\$360,000.00
Gobi	Library Books	(M)	\$130,000.00
Medicat	Electronic Medical Records Management	(N)	\$110,000.00

(A) IPHEC Contract #1645; Exempt per V.B.1.d. of Board Regulations

(B) IPHEC Contract #1950; Exempt per V.B.1.d. of Board Regulations

(C) IPHEC Contract #1923; Exempt per V.B.1.d. of Board Regulations

(D) IPHEC Contract #1904; Exempt per V.B.1.d. of Board Regulations

(E) IPHEC Contract #1902; Exempt per V.B.1.d. of Board Regulations

(F) IPHEC Contract #1915; Exempt per V.B.1.d. of Board Regulations

(G) IPHEC Contract #1908; Exempt per V.B.1.d. of Board Regulations

(H) IPHEC Contract #17ALC; Exempt per V.B.1.d. of Board Regulations

(I) Exempt per Illinois Procurement Code—30 ILCS 500/1-13(b)(4)

(J) IPHEC Contract #1803; Exempt per V.B.1.d. of Board Regulations

(K) Contract #BP018775; Exempt per V.B.1.d. of Board Regulations

(L) Statutory authority—110 ILCS 665/10-40

(M) Exempt per Illinois Procurement Code—30 ILCS 500/1-13(b)(5)

(N) Original five year contract in 2017 was for \$90,000; added texting and mobile self-check-in services which increased the value of the contract.

D. University Highlights

From April 11 to June 8, 2020

These are summary highlights. A full list of news items is always available at <http://castle.eiu.edu/media/>.

EIU selects Flaherty as next VP for Student Affairs – June 3

Eastern Illinois University has selected Dr. Anne Flaherty as the university's next Vice President for Student Affairs.

EIU announces its 2020 Distinguished Seniors – June 3

This year, EIU recognized 25 recipients of the award, presented by the EIU Alumni Association.

EIU expands student resident safety amidst coronavirus concerns – May 5

Eastern Illinois University has announced that it will provide its incoming and returning students single-occupancy room residency throughout the duration of the 2020-21 academic year.

EIU welcomes Danielle Wilberg as Director of Development – May 11

Eastern Illinois University welcomes Danielle Wilberg as the university's newest addition to its Advancement team as Director of Development.

* A collection of EIU-related organizational messaging on its COVID-19 response is available at <https://www.eiu.edu/covid/emails.php>.

D. University Highlights (Cont.)

From April 11 to June 8, 2020

Provided is an abridged, composite summary of positive news headlines that has been gathered from an online analytic tool, allowing for a more concentrated media snapshot.

- Eastern Illinois University moves to single-occupancy room residency next year in wake of coronavirus (JGTC, Effingham Radio)
- EIU welcomes Danielle Wilberg as Director of Development (MyRadioLink.com)
- Eastern Illinois University names new VP for student affairs (JGTC)
- EIU shares details of CARES Act Assistance for students impacted by COVID-19 (Effingham Radio)
- EIU faculty make viral transport media for Sarah Bush Lincoln during coronavirus pandemic (JGTC)

*** A collection of EIU-related organizational messaging on its COVID-19 response also has appeared in a variety of news outlets during this time frame.**

E. Other Matters

F. Public Comment