

Minutes of the
NIU Board of Trustees
LEGISLATION, AUDIT AND EXTERNAL AFFAIRS
COMMITTEE MEETING
May 12, 2011

CALL TO ORDER

The meeting was called to order by Chair Cherilyn Murer at 10:49 a.m. in the Board of Trustees Room, 315 Altgeld Hall. Recording Secretary Sharon Banks-Wilkins conducted a roll call of Trustees. Members present were Trustees John Butler and Robert Marshall, Student Trustee Robert Sorsby, Chair Cherilyn Murer and BOT Chair Marc Strauss. Not present was Trustees Anthony Iosco and Manuel Sanchez. Also present were Trustee Robert Boey, President John Peters, Committee Liaison Kathryn Buettner and Board General Counsel Jerry Blakemore.

VERIFICATION OF APPROPRIATE NOTICE OF PUBLIC MEETING

In accordance with the Illinois Open Meetings Act, as amended, timely notices of this committee meeting for the NIU Board of Trustees were timely posted and distributed.

MEETING AGENDA APPROVAL

Trustee Strauss made a motion to approve the agenda. The motion was seconded by Student Trustee Sorsby. The motion was approved.

REVIEW AND APPROVAL OF MINUTES

It was moved by Trustee Strauss and seconded by Trustee Marshall to approve the minutes of the March 3, 2011 meeting. The motion was approved.

CHAIR'S COMMENTS

The Chair recognized University Advisory Committee representatives Todd Latham, Supportive Professional Staff President and Jay Monteiro, Operating Staff Council President.

Chair Murer welcomed everyone to the Legislation, Audit and External Affairs Committee. This certainly is a joyous occasion, she said, as we face new graduation and spring. We have 3,500 graduates. I would like to take a moment to recognize Robert Sorsby, our Student Trustee, by giving him a round of applause as he finishes this part of his journey. When asked what his plans were after graduation, Student Trustee Sorsby stated that he would be joining Sears Holdings.

This is what we are about, Chair Murer said. We are a university, and it is our annual culmination of all of the positive things that happen in a university. We have new Trustees, and I am so pleased that Marc and I were reappointed for another six years. But we are also pleased to welcome two new colleagues, Bob Marshall, who is with us today, and we welcome you. Tony Iosco is a friend who went to law school with me. We were students together, and now we are colleagues in the governance of the university that we both love so much.

In this committee, we deal with some very sensitive and critical issues because we are dealing with legislation which moves us forward; audit, which is a reflection back; and external affairs, which is our communication tool.

PUBLIC COMMENT

The Chair asked Board General Counsel Jerry Blakemore if any members of the public had registered a written request to address the Board in accordance with state law and Board of Trustees *Bylaws*. Mr. Blakemore noted that he had not received any timely requests to address this meeting.

UNIVERSITY REPORT

Agenda Item 7.a. – Bringing NIU Policies/Regulations into Compliance with Public Act No. 96-1513

This is an issue that we have discussed over the last two years, the Chair said. We have had to make modifications due to changes in laws and regulations. We have been attentive to assure that we are moving, as President Peters said, beyond the Twentieth and Twenty-First Centuries and to assure that everything we do at this university is timely and relevant to societal changes. Earlier this year, the General Assembly passed and the Governor signed the Civil Union Act. That really altered some of the discussions we have had in the past related to needed modifications. Trustee Butler has been at the forefront of bringing this to our attention, and that is much appreciated. Dr. Cunningham has been very attentive to these matters, and we will hear comments from him and from Mr. Blakemore before we take a vote.

As indicated at the last committee meeting, Dr. Cunningham began, we are bringing recommendations regarding Board *Regulations* to implement the Civil Union Act. The Governor signed Public Act 96-1513, the Illinois Religious Freedom Protection and Civil Union Act, into law on February 1. Basically, the act provides that a party to a civil union shall be entitled to the same legal obligations, responsibilities, protections and benefits afforded or recognized by the law of Illinois for spouses. During our discussions at preceding committee meetings regarding domestic partner policies, we discussed the likelihood that the General Assembly would pass civil union legislation in Illinois and the additional implications that would have for our policy infrastructure. We convened an internal committee to look at our Board *Regulations* and all of our university policies with respect to implications of the Civil Union Act. This committee consisted of representatives from Human Resources, Vice President and General Counsel Jerry Blakemore and University Legal Services staff, Financial Aid, Student Affairs, Registration and Records, Housing, Campus Child Care, Admissions, and so on, who assisted in making sure that, in addition to the Board *Regulations*, all of our policies would be updated.

The Board *Regulations* before you are redlined and incorporate necessary references to the Civil Union Statute in the three main sections: Section II, Faculty and Administrative Supportive Professional Staff employees; Section III, Civil Service employees; and Section IV, Students. In addition to the Civil Union updates, updates also were made in the equal employment and affirmative action statement as well as family relationship provisions and the group insurance provisions. CMS recently issued its implementing guidelines for the Civil Union Statute. The group insurance program will continue to recognize domestic partner relationships that were certified into that program prior to June 1, 2011, the effective date of the Civil Union Act; after that time, the CMS program will recognize Civil Unions instead.

We also updated our benefit provisions to incorporate civil unions: a civil unions clause was incorporated in provisions related to the Family Medical Leave Act; leaves of absence; educational benefits, which include tuition waivers for employees, deceased employees and children as well as conditions of employment. The same applies to the Civil Service section. In the Student section, all other necessary provisions related to student status, residency and recognition of civil union and spouses have been updated. In our policy review, the university maintained all provisions related to domestic partners summarized in preceding meetings.

Chair Murer asked clarify the term "natural" parent and how that related to adoptees. Dr. Cunningham explained that it was a term carried over from the previous Board of Regents language and meant "biological" parent.

I concur with the comments made by Vice President Cunningham, General Counsel Blakemore said. The only thing I would add is with respect to the "natural parent" language which was brought to my attention yesterday. The General Counsel's Office can take a look at that and come back to you with a proposal. My initial view is that it does have some confusing aspects to it, and we want to make sure it is clear. The most significant issue with respect to this, from the General Counsel's perspective, is that we are required to be in compliance with a new law that becomes effective June 1. That law provides equal benefits, obligations and responsibilities for those who choose civil unions along the same lines as those who choose what is more traditionally referred to as a marriage license. What we are doing here is making sure that the university is in compliance with that new act through what is being proposed.

Chair Murer asked for a motion to approve the recommendations in Bringing NIU Policies and Regulations into Compliance with Public Act No. 96-1513. Trustee Strauss so moved, seconded by Trustee Butler. The motion was approved.

There are certain things I would like to see changed here, Trustee Butler said, because what we pass today will essentially be what we present as our compliance, before it becomes the force and effect of law of the university, if challenged, after June 1, because our next full Board Meeting is not until June 9.

Trustee Butler asked what was different between what the internal committee recommended and what is before this Board. Dr. Cunningham replied that the committee looked at both the Board *Regulations* and all of the various policies and programs at the university that could be affected by the Civil Union Statute. The committee also took account of the domestic partner provisions, because where civil union policies come into play are most of the places where domestic partner policies come into play. The committee looked at those and made sure both references were made in those policies within the university. The goal for this meeting was to implement the Civil Union Act in the Board *Regulations*.

So, in fact, Trustee Butler said, the committee recommended the use of the term "domestic partner" in addition to "civil union" for this committee. Putting this in perspective, Chair Murer said, in preceding discussions, the term "domestic partner" was always the only point in consideration because we only had two choices, the term "marriage" or "domestic partner." Only in March of this year did another terminology with its own connotation come to the forefront, and that was the passing of the Civil Union Act in the state of Illinois, which in that case changed our need for compliance. That is what our General Counsel has provided, regulations to be compliant with a new entity called a civil union that did not exist prior to March of this year. What we have before us today is the discussion on how the Northern Illinois University Board of Trustees will deal with the issue of a new law that came into effect in March 2011 to recognize civil unions.

One argument we had previously is that we had certain employees who were not able to put themselves in the same position as those who were married, BOT Chair Strauss said, and that was one of the strong arguments for why we should do something different. The Civil Union debate has changed that. If we continue to recognize domestic partners after the June 1 date, how do you establish the domestic partnership and what meaning is ascribed to that? This may be an item we need to take a look at before advancing it to the Board, so that we are able to demonstrate compliance with the Civil Union law.

Trustee Butler pointed out several areas in the changed *Regulations* that he considered problematic, so that they could be changed before the Board voted in June.

Under II.D.7.(b), add after "... parties to a civil union ...," "... and children and parents of parties to a civil union."

Under II.D.8. on the same page, "... 'a' party to civil union and his or her family members..."

Under III.A.5, "... relationship by blood or marriage or civil union in accordance with"

The only other repeats are under Family and Medical Leave in Section III, and again under Bereavement Leave in Section III. The only other issue I have is the issue of the natural parent. In these *Regulations* it refers to a nonadoptive parent. Chair Murer agreed that it should simply read "parent" to include both natural and adopted children.

Some of the difficulties that I had with the line-by-line content changes was the result of the extraction of the term "domestic partner" in what was prepared by the committee that Dr. Cunningham talked about, Trustee Butler explained. The consequences of pulling that term out left the term "civil union" structured in such a way sentence-wise where it did not make the same sense. So, the reason I was asking those earlier questions was to get at the fact that at some point that term was pulled out before this document got to the committee, and the result was a somewhat problematic set of edits to the Board *Regulations* that had to be worked out. The point I am making is one of process. The process that led to what we have in front of us could have been better, despite the fact that what we have here is very good. The discussion has been very good up to this point, and this is a major step forward for us because, even though we are doing this for compliance, it goes beyond compliance. We are being more thoughtful and, because of the formation of the special group, we are looking into areas that other colleges and universities are going to miss. So I want to thank those people and also the Trustees for understanding why I had to go through this.

Trustee Strauss amended his motion to incorporate the suggestions made today before the item is forwarded to the full Board. Trustee Butler seconded the motion. The motion was approved as amended.

Agenda Item 7.b. – 97th General Assembly Report

I spoke to Ken last evening, Ms. Buettner said, and we talked about some rapidly developing legislation affecting public pensions. I have asked Steve Cunningham to brief the committee on this pension reform, which could run in the House Personnel and Pensions Committee as early as tomorrow.

First, Dr. Cunningham said, I would like to comment that the entire pension issue – the unfunded liabilities, the affect on benefits for our employees, the uncertainty about the future of those benefits, both for current employees and retirees – is probably the single biggest issue affecting State finances and also the future status of our employees, our human capital investments, and so forth. The State Universities Retirement System, system-wide and at Northern Illinois University, has had a 50 percent increase in retirement applications this year based on averages in past years due to both the fiscal and policy uncertainties with respect to benefits coming out of Springfield. This is driven by many factors, but the primary factor is that Illinois leads the nation in the scope of unfunded liability as a percentage of obligations for its pension systems. There are five major public pension systems with about 720,000 participants. The State Universities Retirement System (SURS) has 212,000 of those participants. There are two variables at work. One is the funding side and the other is the expense or benefits side. There is a constitutional protection clause in the Illinois Constitution, which is very broadly written, protecting pension benefits for current participants, that is at play as well.

A number of proposals for reducing benefits have been discussed in the General Assembly this session. On the benefit issue, the first step was taken last session to implement what we call Tier Two, a vastly reduced defined benefit program for new employees hired on or after January 1, 2011. The SURS system is a defined benefit system where there is a formula driven retirement annuity calculation. SURS also has a defined contribution option, which is called the self-managed plan, where employees can opt to pay their contribution, very similar to the 401(k) or 403(b) program. Now both for teachers in the Teachers Retirement System and university employees under SURS, these programs replace Social Security. As we went into this session, Tier Two had been implemented, but it only affected new participants, so, in terms of funding obligations, it had no affect on the massive population of employees and benefits that had already been accrued.

As Kathy indicated, the proposal gaining momentum in Springfield very rapidly would do the following. It would establish a defined contribution or self-managed type plan for all of the public retirement systems. Right now the proposal does exclude the Judges Retirement System. But it would apply to all of the other retirement systems including Teachers and State Employees. It is already in place for SURS. It would then establish actuarially determined new employee contribution rates from one of three options, and would require participants to select a future date (*e.g.*, July 1, 2012) to participate with the new contribution rates and to choose which option they wish to elect. For current employees, those employed prior to January 1 could elect to stay in Tier One. The current contribution level for Tier One is 8 percent. Early actuarial proposals for SURS indicated the new contribution rate would be upwards of 26 percent, taking account of both the normal costs and the State's unfunded liabilities. The second option would be Tier Two where the employee contribution would be much less, approximately 6.0 to 6.5 percent, and the third election would be the self-managed plan where employees would continue to contribute the current amount, 7.5 percent. The policymakers are still looking at the actuarial data they are receiving from the pension systems, so we do not know what the final contributions rates are going to be. However, this is going to create a great deal of uncertainty, and if there is significant migration of participants out of the current defined benefit programs, that will have the affect of increasing unfunded liabilities because these pension programs are designed to have a continuing stream of contributions in the future. When that is interrupted, as it has been with the State contributions in the past, it builds a wave of unfunded liabilities. Those currently require the State to pay about 25 percent of payroll every year to fund the pension systems, and that already is not sustainable. The pension directors oppose this bill because it would have the affect of only increasing unfunded liabilities in their estimation. It will probably go on a vehicle bill, Senate Bill 512, which could be in committee as soon as tomorrow for expedited action.

We are about six weeks out from the end of the fiscal year, Ms. Buettner said, and the university is still owed approximately \$43 million by the State. We have received approximately 58 percent of our overall FY11 appropriation with only six weeks left in the fiscal year. You have heard the President say many times in the past that we do not have so much a budget problem as we have a cash flow problem, because on paper, we are legally entitled to the money, but it is not coming in as quickly as it needs to be. This has created a significant cash flow issue around the campus this year. The President's priority is and remains meeting the \$18 million monthly payroll, and we have been successful in doing that through the management of Drs. Alden and Williams.

Ken Zehnder is still in Springfield because of these issues. You just heard about what could be coming as early as tomorrow in public pension reform. We have issues involving the employee health insurance plan and benefit choice options. We have many employees in the Health Alliance program. The Quinn administration has chosen a different provider for that particular program for State employees, and it is proving very detrimental to many employees across the state who have Health Alliance services. There are no formal legislative proposals, but all of these matters are under active discussion in Springfield. Our base budget discussion for FY12 is framed around not only our base budget but also a new emphasis on performance based funding and outcome measures, as well as trying to gain some relief from procurement reform. Right now, actual budget proposals have been formally introduced and are on the table in the House and Senate for a one percent reduction in the House for the public universities for FY12 and a three percent reduction in the Senate for FY12. As of last night, we heard that the Senate was moving that three percent to a five percent reduction. Obviously, the entire budget is being framed very differently this year than it has been in the past.

I want to express my appreciation to the members of this committee who have been so willing in the past, no matter what time of day or night I call, to pick up the phone and reach out to their contacts in Springfield and assist us in convincing legislators of the importance of funding not only NIU, but public universities in general and the good work that is done at these universities.

As we conclude the state report, Chair Murer said, would like to reiterate for this committee that I have asked our General Counsel to look at what remedies we might have if we do not receive full payment from the State as of July 1, and that he have those recommendations for us by the Board meeting.

Agenda Item 7.c. – Congressional Report

With no earmarks or firm budgets, things are shifting focus in Washington as well, Ms. Buettner said. However, the bottom line is that there is no money there either.

Agenda Item 7.d. – Summary of Audit Findings and Corrective Actions Implemented Fiscal Year 2010

The Chair asked Bob Albanese and Keith Jackson to present the FY10 Audit Findings. She noted that there were no findings in either the Government Auditing Standards or the Financial Audit, and no federal audit findings were reported.

Keith Jackson reported that the university received five findings, unfortunately, some of which were repeat findings. The first was Required Time Reporting in fifteen minute increments required by the State. Effective this last year, we implemented an online facility to track that time covering all civil service and supportive staff. We hope this will end this particular finding.

The second was Inadequate Disaster Contingency Planning. This is kind of a follow-up finding with the university regarding implementation of new computer resources. We are now in the process of implementing those new services, so this finding should disappear. Disaster contingency planning is an ongoing issue.

Third was Inappropriate Emergency Purchases. This was one unique purchase made by the university, and we disagreed with the Auditor General on this finding. There is a policy for all emergency purchases that the university followed. The information was turned in to the Procurement Board for their review. They are a separate stand-alone committee at the State level that has the ability to either approve or deny an emergency purchase request. Basically, it is approved unless they deny. They did not deny our request, and we proceeded with that purchase of media services for advertising. The Auditor General took exception to the fact that this was for Media Services and said purchase of advertising would never in their mind be an emergency. It will never occur again since it was the implementation of a new Media Service plan at the university. We disagreed with them because we have a system of checks and balances in place. The Procurement Board did not think it was wrong, yet the Auditor General made it a finding.

The fourth was Weaknesses Regarding Security Control of Confidential Information. This is a repeat finding. Again, this is more opinion based than an actual finding. You may remember that we had this finding last year for the first time. The auditors believed we could do better, yet they could not find an event that violated the policy. We took exception to their philosophy because we believe we have very good internal controls over disposal of confidential information. We take a stance that if you find we have violated a policy, we are going to fix it. But in this case there was, once again, no actual finding.

The last finding was Computer Security Weaknesses. We again disagreed with the OIG on this finding. They basically said that we had an insufficient level of security, and our IT Specialists disagreed.

Mr. Jackson noted that these last two findings were system-wide, not just at NIU. This seems to be the biggest topic at Southern Illinois University, University of Illinois and Illinois State University, which all had the exact same findings, he said. It seems they are trying to get everybody's attention focused on these issues. We at NIU thought that we should not be grouped with the other universities because we actually have good policies in place and had no actual evidence of failure to meet those requirements.

Board Chair Strauss asked if it might be possible to look into ways of solving the problems causing these findings by talking to our former auditors, to which Mr. Jackson replied that route could be pursued, although the finding, technically, is an opinion and not an actual finding. The real hurdle is whether we have enough policy in place to change the Auditor General's mind that we actually are in compliance.

Chair Strauss also commented that the inadequate disaster contingency planning sounded scary to a Board member, and asked that we focus on it to make sure we have the ability to clear it off. Mr. Jackson deferred to Wally Czerniak, Associate Vice President for Information Technology Services, to give further detail on this item. Mr. Czerniak explained that the disaster planning referred to information system backup facilities and the auditor's feeling that it was too close to the center, which has now been remedied.

The second complaint, which also fell under disaster planning, was a new one. It was centered on the elimination of the mainframe, Mr. Czerniak said, and having our whole disaster plan focused around that hardware product platform and how we recovered to the new distributive model we have implemented. The plan had not been completed when the audit began, which caused the finding. However, the plan has now been documented and this finding should go away. The last part of this finding has to do with testing. The auditors want us to take every one of our major systems down completely, on an annual basis, and then see what happens. What would happen is that we would have to restore files. This is something we already do on the occasion that we have any servers go down. To run a test by completely shutting down a major system and then bringing it back up would require the hardware systems to be restarted manually, necessitating extensive manpower and extensive cost to the university. Chair Strauss said he realized that restoration is different from running a backup, but still would question what the cost would be if a system failed and the restoration did not occur successfully.

Trustee Boey asked for an example of the Inappropriate Emergency Purchases for university media services. Mr. Jackson stated that the media group needed to purchase TV time before the Thanksgiving Holiday last year. The university posted their request to enter into this transaction within a week's time on the Emergency Procurement Board. The Procurement Board had five days to approve the request or not, and then we could proceed. They did not respond, we proceeded with that purchase of media services to do the advertising for the university. That is the one and only example of inappropriate purchases for which they found us at fault. They said purchase of advertising would never in their mind be an emergency, and when we gave them the scenario that unless the State actually gave us money on a timely basis, we needed to advertise to get new students to come to the university from a cash flow perspective, they did not appreciate that argument.

Bob Albanese reported that the university has a new audit firm coming in. There are really three players in the process, he said, the representative from the Auditor General, who has a reputation of being rigid in terms of audit findings; our new audit firm, McGladrey & Pullen, LLP out of Schaumburg; and the university.

Let me put this into perspective, President Peters said. Overall when you look at this audit, it is very thorough and has very few findings relative to things we have been reading in the newspaper about other institutions, and there are very few repeat findings. I want to commend everybody for that. Auditing groups turn over every five years, and the focus for public auditing changes, depending on what is happening in terms of accountability and some of the things that are reported. So you expect that. I have sat on many auditing committees for various organizations and, basically, I am very pleased with what we do. But what you really have to do with auditing firms is listen to what they have to say and try to accommodate them as much as possible. You make your case, but also ear what they have to say. There is no sense in creating a situation where none exists. This is really a good set of audit findings for us.

I am probably echoing Dr. Peters' and Trustee Strauss's opinions, Chair Murer said, but it is very difficult to not be defensive, especially when you have been involved with the process for a period of time. But we have different situations. One, we have the definitiveness of here it is, here is the regulation, are we meeting it, yes or no? If we are not, then we fix it. What disturbs me is the discussion relative to opinion with no backup on findings. I would look to our General Counsel again to see if there are any due process opportunities, either formally or informally, where multiple universities may be having the same issue. It is very important that if there is regulation we follow it. But it is based on what the law is and not on opinion.

Agenda Item 7.e. – NIU’s New Blackboard Mobile Application

We are ending on a very positive and enthusiastic note, the Blackboard Mobile Smartphone Application for NIU students, which we talked about at our last meeting. The Director of Web Communications, Jennice O’Brien, has a presentation for us on this exciting technology.

Ms. O’Brien stated that NIU’s new mobile app will be available in application stores next month for every major smartphone platform. The one I am showing a preview of today is for Apple devices – the iPhone, iPod Touch and iPad.

The first app is the directory which is based on the directory from the NIU web site. It has a simple interface. Just plug in the first and last names, and it calls up the person’s contact information, and you can initiate an e-mail to that person from there.

The next app is Athletics. Each team is represented on the first page. Once you pick a team, you can see news related to that sport, their scores and their schedule.

Our events app pulls data from the all events calendar on the web site, which contains ten categories, or you can search across all of the information. Once you find the event that you want, it will show you where it is, when it is and it gives you the option to add it to the calendar on your smartphone.

The courses app is the information from our course catalog and is updated daily. Users can see the course section, time, location and description. They can also bookmark courses for future reference.

The maps app lets you look up any building on campus and it will give you the address, a little description of the building and whether or not there is WiFi in the building. For Phase 2, we will incorporate a list of departments and offices in each building and hyperlinks to their web sites.

Our videos app is directly tied to our YouTube channel. It shows the latest videos that you have posted on YouTube, but you also can search through any of ours.

The news app is linked to *NIU Today* and incorporates all of the latest stories. You can read it in its entirety and you also have the options of e-mailing it to a friend and sharing it over a variety of social network outlets.

The images app is tied to NIU’s Flickr account and several categories we thought were of interest to mobile phone users. Any of these photos can be saved to your smartphone for use as wallpaper.

Mobile Learn gives students and faculty access to what they traditionally access through our NIU web site; it is the academic part of Blackboard. Students can look up course information, take part in discussions and view announcements.

The emergency page right now consists of emergency numbers such as campus police and late night ride service. In Phase 2, we hope to implement the ability to sign up for text messages and e-mail advisories.

The library app allows users to search the library catalog and see where particular material is located and whether or not it is available.

For Phase 2, we are adding three new components – places, tours and transit. Places lets us add merchants on campus, so we will be able to highlight dining halls and their menus and businesses that accept Huskie Bucks. We will be able to program in guided tours so that people will be able to identify their location on campus and the app will show the quickest route to wherever you want to go. Transit will incorporate the Huskie Bus Tracker from our web site so that anyone can look up schedules and have real time information available on where the buses are.

This media, marketing and information technology is all being done in-house, Chair Murer said, and it appears to be beyond state of the art.

Ms. O'Brien stated that these apps are totally free to download by anyone since they will be available in all the app stores beginning with a soft rollout this summer for testing. Then we will heavily promote them in the fall when the students come back to campus.

When asked from a competitive standpoint how this technology compares with other State or private universities, Ms. O'Brien stated that students expect it, and there are other universities that provide this. We have made really good use of it, and you can take it out of the box and set it up that way. We have gone through the trouble of identifying exactly what information should be in there and branding it as NIU.

Also, Ms. O'Brien said, we had a new web site go up last night as our rankings and recognition web site with new information we solicited from all of the deans. It highlights rankings and points of pride material from each college. Each college has its own page as well as Outreach. The information is going to be featured heavily on the NIU web site, and we will be working with each college to include a link to this information from their web sites.

NEXT MEETING DATE

The Chair announced that the next meeting of the Legislation, Audit and External Affairs Committee is scheduled for Thursday, August 25 at 11:00 a.m.

ADJOURNMENT

There being no Other Matters, Chair Murer asked for a motion to adjourn. Trustee Strauss so moved, seconded by Student Trustee Sorsby. The meeting was adjourned at 12:12 p.m.

Respectfully submitted,

Sharon M. Banks-Wilkins
Recording Secretary