



Special Meeting  
of the  
Board of Trustees

*May 9, 2019*

**Special Meeting of the  
BOARD OF TRUSTEES OF NORTHERN ILLINOIS UNIVERSITY  
1:30 p.m. – Thursday – May 9, 2019  
Board of Trustees Room  
315 Altgeld Hall**

**AGENDA**

1. Call to Order and Roll Call
2. Verification of Appropriate Notification of Public Meeting
3. Meeting Agenda Approval..... *Action*..... i
4. Review and Approval of Minutes of March 7, 2019 ..... *Action*..... 1
5. Chair's Comments/Announcements
6. Public Comment\*
7. President’s Report No. 133
  - a. Appointment of Executive Vice President and Provost..... *Action*..... 16
  - b. Northern Illinois University Facility Naming Policy..... *Action*..... 17
  - c. University Council Amendment to the Northern Illinois University Constitution Article 6.5..... *Action*..... 25
  - d. University Policy Library Update..... *Information*..... 27
8. Chair’s Report No. 90
  - a. Litigation – Jackson v. Board of Trustees of Northern Illinois University, et.al. .... *Action*.....
9. Other Matters
10. Next Meeting Date
11. Closed Session
12. Adjournment

\*Individuals wishing to make an appearance before the Board should consult the [Bylaws of the Board of Trustees of Northern Illinois University](#), Article II, Section 4 – *Appearances before the Board*. Appearance request forms can be completed [online](#) in advance of the meeting or will be available in the Board Room the day of the meeting. For more information contact Chelsea Duis, cfrost1@niu.edu, Recording Secretary to the Board of Trustees, Altgeld Hall 300, DeKalb, IL 60115, 815-753-1273.

**Anyone needing special accommodations to participate in the NIU Board of Trustees meetings should contact Chelsea Duis, cfrost1@niu.edu or (815) 753-1273, as soon as possible.**

Meeting of the  
**BOARD OF TRUSTEES OF NORTHERN ILLINOIS UNIVERSITY**  
March 7, 2019

**1. CALL TO ORDER AND ROLL CALL**

The meeting was called to order at 9:01 a.m. by Board Chair Dennis Barsema in the Board of Trustees Room, 315 Altgeld Hall. Recording Secretary Chelsea Duis conducted a roll call. Members present were Trustees John Butler, Nathan Hays, Tim Struthers, Eric Wasowicz and Board Chair Dennis Barsema. Members absent were Trustees Veronica Herrero and Bob Pritchard.

Also present: President Lisa Freeman; Board Liaison Matt Streb; Acting General Counsel Greg Brady; Vice President for Administration and Finance Sarah McGill; Vice President for Research and Innovation Partnerships Jerry Blazey; Vice President for NIU Advancement Catherine Squires; Vice President for Enrollment Management, Marketing and Communications Sol Jensen; Associate Vice President for Student Affairs and Dean of Students Kelly Wesener-Michael; Vice Provost for Institutional Effectiveness Carolinda Douglass; and University Advisory Committee (UAC) Representatives Alex Gelman, Cathy Doederlein, Therese Arado, Sarah Marsh, and Holly Nicholson.

Chair Dennis Barsema opened with comments expressing sympathies and prayers from the Board of Trustees to the families of all of the shooting victims in the recent Henry Pratt Company shooting on February 15, especially the families of Clay Parks, NIU alum, and Trevor Wehner, current NIU student. “Our hope is that we can be a world that continues to lead with love and not hate and that we can see fewer of these senseless acts as we go forward.” He continued by thanking President Lisa Freeman, Dean of Students Kelly Wesener-Michael, and all who helped with and took part in the tribute to Clay and Trevor.

**2. VERIFICATION OF QUORUM AND APPROPRIATE NOTIFICATION OF PUBLIC MEETING**

Acting General Counsel Greg Brady indicated a quorum was present and appropriate notification of the meeting has been provided pursuant to the Illinois Open Meetings Act.

**3. MEETING AGENDA APPROVAL**

Chair Dennis Barsema asked for a motion to approve the meeting agenda. Trustee Eric Wasowicz so moved and Trustee John Butler seconded.

Chair Dennis Barsema asked for a motion to amend the previous motion for a consent agenda of agenda items 9.b.1 through 9.b.11. Trustee Eric Wasowicz so moved and Trustee John Butler seconded. The amendment was approved.

The motion was approved.

**4. RESOLUTION HONORING FORMER TRUSTEE WHEELER COLEMAN FOR DISTINGUISHED SERVICE TO THE NORTHERN ILLINOIS UNIVERSITY BOARD OF TRUSTEES**

Chair Dennis Barsema introduced agenda item four and asked Trustee John Butler to present the item.

Trustee John Butler read the following resolution:

“Whereas service to others within one’s community and responsible governance, civic engagement and positive community relations are pursuits worthy of the highest praise; and

Whereas, wise stewardship is critical to the vitality and economic sustainability of institutions of

higher education in the State of Illinois; and

Whereas, sustaining high standards of university governance requires intelligent and imaginative approaches to facilitate and align the work of a university with that of its governing board; and

Whereas, Wheeler G. Coleman, over the course of seven years as a member of the Board of Trustees of Northern Illinois University, has served with the highest distinction and achieved significant and lasting improvements, including being elected to serve as Board Chair for two one-year terms and skillfully guiding the presidential search process that resulted in the appointment of NIU's thirteenth president; and

Whereas, during his service on the Board, Wheeler G. Coleman also served as Board Secretary and Vice Chair, Chair of the Academic Affairs, Student Affairs and Personnel Committee, and Vice Chair of the Ad Hoc Committee on Enrollment; and

Whereas, throughout his service on the Board, Wheeler G. Coleman brought his professional expertise in IT management to bear on issues involving NIU's technology challenges and infrastructure; and

Whereas, Wheeler G. Coleman brought to his board service a comprehensive and distinct perspective beginning with his matriculation as an undergraduate through the NIU CHANCE Program and continuing with his achievement of a bachelor's degree in Computer Science from NIU and master's in Business Administration degree from the University of Notre Dame and a successful career as an innovative IT professional and corporate leader; and

Whereas, Wheeler G. Coleman has set a high standard for professional excellence and community engagement focused on the future of NIU and other organizations and causes, including as a member and officer of the NIU Alumni Association Board; a coach in the Southside Little League; a fellow at Leadership Greater Chicago; and a member of the boards of the Daniel Murphy Scholarship Foundation, the Black Ensemble Theater, the Planites Credit Union and the Catholic Charities Adoption Guild; and

Whereas, Wheeler G. Coleman's commitment to public service, leadership excellence, and philanthropy has been both recognized and demonstrated, including recognition as Chicago United's 2007 Leader of Color, and with his wife, the Honorable Sharon Johnson-Coleman, founding the Wheeler and Sharon Coleman Family Scholarship at Trinity United Church of Christ and providing substantial support for NIU students and the CHANCE Program through scholarships, mentoring, and personal advocacy.

Now, therefore be it resolved that the Board of Trustees of Northern Illinois University in formal meeting herein assembled extends its grateful appreciation to Wheeler G. Coleman for his distinguished service to Northern Illinois University and the Board of Trustees.

Be it further resolved that this resolution be presented to Wheeler G. Coleman and a copy of this document be placed in the official files of the Board of Trustees as part of the permanent record of the University and the great State of Illinois and as a lasting tribute to the accomplishments of Wheeler G. Coleman

Adopted in a regular meeting assembled this seventh day of March, 2019. - The Board of Trustees of Northern Illinois University.”

Wheeler Coleman thanked Trustee John Butler and others who prepared the resolution. When he submitted his letter of resignation to the governor, he did not use a standard resignation letter. Instead, he used it as an opportunity to make the governor aware of the need for a capital budget to make needed facility repairs here and at other state universities. In his letter to the university, he noted we have done a lot and come a long way, but there is more work to be done. He noted the priority items for Trustees and the university administration are stabilizing and improving

enrollment; stabilizing our financial challenges; and ensuring we are a university of inclusion.

Wheeler Coleman continued he receives a quote every day and sends this to his family with a quote from him in conjunction with the quote of the day. The quote he received today is, "All you need is the plan, the roadmap, and the courage to press on to your destination." His quote to the Trustees to go along with this is "Don't be afraid to make tough decisions even if it will render criticism. Do what's right for the university." He offered his time to the Trustees and President Freeman to help NIU. After seven years of service, he will miss the university in the times of sorrow and in the times of joy. He will miss the preparation for the board meetings, as well as the weekly calls with President Freeman to discuss the university. Coleman continued, noting not petitioning the governor for another six year term was one of the most difficult decisions he has had to make. But, his personal life had to come before giving of his time to NIU as a trustee. He acknowledged the time it takes to serve as a Trustee and hopes others see that too. He concluded by thanking his fellow Trustees and the administration for their support over the years.

Chair Dennis Barsema said in his career, he normally starts something new or goes into an organization that is struggling. He noted this is not true following Wheeler Coleman as chair of the Trustees. He hopes to continue the work Coleman has done in the past years as a trustee. He thanked Coleman for all that he has done.

Trustee Eric Wasowicz thanked Trustee John Butler for the work he did in preparing the resolution. Trustee Butler acknowledged it as a team effort between him, the President's office, and the other Trustees. He noted his great appreciation for Wheeler Coleman as a peace maker in times of turmoil, a person who values his colleagues, and a person who gives and provides support.

Chair Dennis Barsema asked for a motion to approve the resolution. Trustee Tim Struthers so moved and Trustee John Butler seconded. The resolution was approved.

## **5. REVIEW AND APPROVAL OF MINUTES OF FEBRUARY 7, 2019**

Chair Dennis Barsema asked for a motion to approve the minutes of the Special Board of Trustees meeting of February 7, 2019. Trustee Eric Wasowicz so moved and Trustee Tim Struthers seconded. The motion was approved.

## **6. CHAIR'S COMMENTS/ANNOUNCEMENTS**

Chair Dennis Barsema recognized members of the University Advisory Committee for comments.

UAC Representative Therese Arado said she looks forward to the Board's approval of the sabbatical leave list. She noted the value of sabbaticals to not only the individual, but also the institution. New perspectives and energies are brought back to the lab, stage, and classroom by the faculty returning from sabbatical. She concluded by noting she looks forward to hearing and seeing the results of the sabbaticals approved today.

UAC Representative Cathy Doederlein thanked Carolinda Douglass for directing the vision, mission, and values group and thanked Professor Shanthi Muthuswamy and Holly Nicholson for co-chairing the group. She continued by thanking Trustee John Butler and senior administration for leading the charge within the state for issues related to the State University Civil Service System and the shifts from Supportive Professional Staff to Civil Service. She concluded by recognizing the winners of the SPS Presidential Awards of Excellence: Mary Strub, Jeremy Benson, Karinne Bredberg, and Brooke Ruxton. She thanked President Lisa Freeman and Liz Wright for coordinating the President delivering the news to each of these employees.

UAC Representative Alex Gelman said through his participation in the open forums for the recent Executive Vice President and Provost search, he continues to be impressed by his colleagues' passion and interest in the future and wellbeing of the institution. Even through frustrations, they remain invested and committed in the growth and improvement of the institution.

Chair Dennis Barsema thanked the UAC representatives. He continued by noting how proud he is to serve as chair for the remainder of former Chair Coleman's term. He continued, "History is a great teacher. History is not to be ignored. History teaches us what we could have done better and what to do right in the future, and I think I just endeared myself to many history teachers. We have many challenges that are behind us, but many opportunities in front of us. But the opportunities will take hard work, and as Chair Coleman said, layered with difficult decisions. For example, it will take the efforts of everyone to meet our enrollment, our budget, and financial goals. Making NIU a desired destination for students is the job of everyone. We cannot sit back and let Lisa do it. That was pretty good, I'm gonna say that again. We cannot sit back and let Lisa do it." President Lisa Freeman thanked Chair Dennis Barsema. Chair Dennis Barsema continued, "She and the leadership team of NIU need everyone pulling in the same direction at the same time. That is not to say that we won't ask questions, that we won't ask why, that we will sometimes disagree. We will expect answers. We will expect transparency and accountability and we will expect everyone to operate at the highest ethical standards and support the values of NIU. With high school graduate numbers shrinking, and with those same graduates choosing to go out of state or to not go to college at all, higher ed in particular in our state, has become a very competitive space. I know everyone in this room loves NIU for many different reasons. It will take the intelligence, the creativity, the teamwork of every student, faculty member, staff, alumni, administration and Trustee to make and keep NIU an elite and respected national university going forward. Forward, together forward, and go Huskies! Thank you."

## **7. PUBLIC COMMENT\***

Acting General Counsel Greg Brady indicated that there was one request for public comment. Acting General Counsel Brady called forward Professor Virginia Naples.

Virginia Naples: "Thank you. I hope you will take it out of my time to speak about the topic I want to address to say thank you to our Trustees and our administration for the heartfelt condolences to the family members who lost our two students. It is far too common that people finish their university education and move on and don't recognize that they are remembered or that they left a mark where they were and this really has highlighted that students never really leave. They're always part of our community. So I really appreciate that especially the letter that President Lisa Freeman provided to the community. It was something that was very timely and needed, and may not have always occurred in the past from previous administrators, so I very much appreciate that. I also want to say that following previous Chair Coleman's comments, it's making it kind of a tough act. However, what I do want to talk about is a serious issue and I spoke last fall about the problems that have been faced by the faculty salary equity task force reports and you may want to roll your eyes and say well she's been here talking about this before as have many other people. I assure you I will continue to present the problem until we get a good quality resolution. One of the things that I need to do is to correct the record. After I spoke the last time and maybe some of you were here to hear my comments, the comment was made and I have heard it twice since then that there is nothing that the administration can do to enhance faculty salaries even in the situation to resolve the inequities because of rules of regulations because the faculty are in negotiations with the United Faculty Alliance for the tenure and tenure-track faculty. That is not the case. I have checked with many sources and I can give you an example where this did not apply. Just last year when it was announced that there was going to be an across-the-board three percent raise which was exceedingly welcomed, the faculty in negotiations in the union were not initially included. After we persuaded the administration that, yes indeed the faculty, even if they had joined the union, were very interested in participating in the raise that was extended to us. So there is no rule or precedent or regulation that is preventing the administration and our trustees or any of the groups of people in this room who make these decisions, from extending the opportunity to provide a separate source of equity for our faculty who has served very well for many years and have not been appropriately compensated. I'm not only talking about women, but I'm talking about the

protected category minorities. I am addressing the issue with the faculty, but I know there are parallel issues with the staff compensation. I do not have those data to present. I do have the data for the faculty. It was received by the Faculty Senate and many of the other bodies of the university. The most recent study was commissioned by the administration through the Faculty Senate. They chose the individual who was to lead the team because of excellent quality qualifications. I certainly agree with that. The most recent report was broad in scope, it was thorough, it was deep, and it was thoughtfully analyzed. It needs to be used. The faculty salary equity needs to be addressed. I went to all of the provost candidate forums and several of those candidates said that they had actually done similar things in their previous jobs. Starting faculty salary equity studies and setting aside a pool of money to correct the most egregious of the problems on an annual basis. That is what I request that we do here and I would like to see it be done right away regardless of whether the union negotiations are ongoing or not. And it would be also very nice to see the union negotiations proceed in a smoother and more rapid manner. The sad thing is that our faculty feel undervalued, they don't feel as though they are being kept up-to-date, and there are real financial hardships. This is not an unusual problem that this university has faced. This is not the first time. You may be aware, but in the late 1970s, there was an across the board three thousand dollar salary raise for women faculty. I don't know if anything was done to compensate protected category minorities then. A lot of the laws have changed since that time. That would be equivalent to twenty-five or thirty thousand dollar salary increases per individual at this point. And the university probably was forced to do this because people provided pressure and hopefully many people recognized the ongoing inequity. And so I'm asking our administration to do that again because we want to be a part of the valued team to deliver the educational products that we provide research, teaching, professional public service to our student body. You can't do it without the students. I have lots of ideas I hope are good to try and help with that, as I'm sure many of you do, but you also can't do it without the faculty. Thank you for the time."

Chair Dennis Barsema thanked Dr. Naples for her comments.

## **8. REPORTS OF BOARD COMMITTEES AND BOARD LIAISONS**

Chair Dennis Barsema reported the committee reports could be found in the Board Report as an information item under Agenda Item 8. He pointed out the volunteer numbers in the Alumni report were encouraging. He asked for any comments regarding the alumni participation increase. Vice President for Advancement Catherine Squires noted the hiring of Liz McKee as volunteer coordinator for the Alumni Association and another additional staff member are the reason for the increase in numbers. The two staff members have also engaged at the collegiate level, adding value to the volunteer efforts that happen at that level. This engagement is also a pipeline through the Nexus program, the portal for alums to engage virtually and pair with opportunities within the colleges and university. Chair Dennis Barsema also pointed out, with enrollment as a top issue going forward, it is great to see the support coming from the Alumni Association in putting together the receptions for admitted students. President Freeman noted that given the financial constraints the university is currently under, the addition of staff to any area is something thoughtfully done. But opportunities to engage the alumni network within our mission of advocacy, student recruitment, and professional development of students and staff are worth the investment. Trustee Eric Wasowicz added that he will be hosting one of the receptions for admitted students after a persuasive conversation with Liz McKee.

Trustee John Butler noted the extensive report for the Merit Board report. He commended President Lisa Freeman and Acting EVPP Chris McCord on the professional and strategic manner they executed the meeting with Jeff Brownfield, Executive Director of the State Universities Civil Service System. Chair Dennis Barsema thanked Trustee Butler for his service on the Merit Board. Chair Barsema then called forward Vice President for Advancement Catherine Squires again to give a verbal report on the NIU Foundation.

Vice President Catherine Squires began by noting Jeff Yordon will complete his three year term as chair of the NIU Foundation Board in June. There have been many accomplishments during Yordon's tenure as chair, but most notably was the conversion of Red and Black to a fundraising event. Since then, Red and Black has raised over \$900,000 for scholarships. This would not have happened without Yordon's pursuit of a change in culture among the Foundation board. On July 1, Michael Cullen will become the new Foundation board chair. Recent alumni engagement trips included Florida and Arizona, and next week, a Capitol Hill event will be held in Washington D.C. Chicago events are also upcoming. The recent return to markets such as Arizona and Florida has raised confidence among alums and has been a great opportunity to introduce President Freeman. Vice President Squires thanked President Freeman for her partnership in these events.

Vice President Catherine Squires reported total philanthropy for the year is significantly ahead of last year with \$16.4 million raised, 94% of this year's goal. Key to that number is a recent \$7 million bequest intention from a local DeKalb couple who wish to remain anonymous at this time. The bequest is for general scholarship use. Three things that came into play for this gift are enhanced communication, giving officer relationships, and rising confidence in the university. Enhanced communication includes bringing back Northern Now in hard copy and sending mail regarding planned estate giving. Judy Schneider serves as the planned giving officer for this bequest. Her relationship built with the anonymous donors was one of trust in the direction of the university and trust in the gift use. The confidence in NIU has helped to raise confidence after a time of doubt in leaders and a lackluster fundraising year last year. President Freeman will be meeting with the donors soon.

Vice President Catherine Squires concluded by noting the goal throughout the presidential transition was to remain steady at the helm, keeping engagement high with alumni and donors and raising money for scholarships. Since April 2017, \$13 million for scholarships has been raised through cash giving, pledged systems, and deferred giving. To be ready for deliberate steps toward a university-wide comprehensive fundraising campaign, the division undertook its own internal readiness assessment work and looked at ways to strengthen and improve its processes. Consultants were brought in for things like IT security, but the entire staff was also engaged in work teams led by content and subject matter experts, which led to learning what other members of the team did and led to thinking and ideas that will serve Foundation well in the next phase. Recommendations from this will come by the end of the semester. With clearly articulated university priorities, talk about focusing on a format for a campaign will come from these processes. She thanked the Board for the opportunity to speak.

Trustee Tim Struthers congratulated her on the publication of Northern Now. He asked if KPIs are available for the last five to ten years for number of donors, dollars restricted, and dollars unrestricted along with seeing the giving by students within the first year after they graduate. Vice President Catherine Squires will get the information to him.

Chair Dennis Barsema noted he hopes the anonymous donors decide to come forward, allowing them to enjoy the love of the university, the joy of the gift, and see the number of students the scholarships will impact. He noted this type of gift sets an example for others to follow, as seen in 2000. He hopes it encourages other alumni to look at NIU again. He thanked Vice President Squires, Gift Officer Schneider, and the anonymous donors.

## **9. PRESIDENT'S REPORT NO. 132**

Chair Dennis Barsema moved to the President's Report No. 132 and asked for a motion to accept the following agenda items through a consent agenda as discussed at the beginning of the meeting.

### **UNIVERSITY REPORTS FORWARDED BY THE BOARD COMMITTEES**

#### **Agenda Item 9.b.1. – Annual Report on the Outcomes of Sabbatical Leaves (Consent)**



**Agenda Item 9.b.2. – Oversight of Academic Programs (Consent)**

**Agenda Item 9.b.3. – Quarterly Financial Summary – FY19 Second Quarter as of December 31, 2018 (Consent)**

**Agenda Item 9.b.4. – Periodic Report on Investments for Period Ending December 31, 2018 (Consent)**

**Agenda Item 9.b.5. – Quarterly Summary Report of Transactions in Excess of \$100,000 for the Period October 1, 2018, to December 31, 2018 (Consent)**

**Agenda Item 9.b.6. – Facilities Update (Consent)**

**Agenda Item 9.b.7. – Clery Report Update (Consent)**

**Agenda Item 9.b.8. – State Legislative Report (Consent)**

**Agenda Item 9.b.9. – Federal Legislative Report (Consent)**

**Agenda Item 9.b.10. – Sponsored Programs Administration Quarterly Report (Consent)**

**Agenda Item 9.b.11. – NICCS Update (Consent)**

Trustee Eric Wasowicz so moved and Trustee Nathan Hays seconded.

Chair Dennis Barsema asked if a similar report to the Clery Report is available for the City of DeKalb. President Lisa Freeman noted DeKalb Police Chief Gene Lowery reports publically at meetings of the governing bodies of the City of DeKalb and those reports are posted on the City of DeKalb website. Chair Barsema asked if the City of DeKalb is seeing the same downward trend in the reported benchmarks. President Lisa Freeman did not want to speak on it without referencing the report directly. She noted the area of greatest concern in terms of crime for NIU and the DeKalb is domestic and partner violence. NIU and DeKalb are working together to see what can be done to address this.

The motion was approved.

### **UNIVERSITY RECOMMENDATIONS FORWARDED BY THE BOARD COMMITTEES**

**Agenda Item 9.a.1. – Recommendations for Faculty and Supportive Professional Staff Sabbatical Leaves for the 2019-2020 Academic Year**

President Lisa Freeman presented agenda item 9.a.1, noting that the privilege of a sabbatical is one that serves the entire university community well.

Chair Dennis Barsema asked for a motion to approve the agenda item. Trustee John Butler so moved and Trustee Eric Wasowicz seconded.

The motion was approved.

**Agenda Item 9.a.2. – Request for Deletion of the Certificate of Undergraduate Study in Actuarial Science**

President Lisa Freeman presented agenda item 9.a.2., noting items 9.a.2 through 9.a.5 are a package to support new Bachelor of Science programs in Statistics and Actuarial Science.

Chair Dennis Barsema asked for a motion to approved this agenda item. Trustee Tim Struthers to moved and Trustee Eric Wasowicz seconded.

The motion was approved.

**Agenda Item 9.a.3. – Request for Deletion of Emphases within the B.S. in Mathematical Sciences**

President Lisa Freeman presented agenda item 9.a.3.

Chair Dennis Barsema asked for a motion to approve this agenda item. Trustee Tim Struthers so moved and Trustee Eric Wasowicz seconded.

The motion was approved.

**Agenda Item 9.a.4. – Request for New Degree Program – B.S. in Actuarial Science**

President Lisa Freeman presented agenda item 9.a.4.

Chair Dennis Barsema asked for a motion to approve this agenda item. Trustee Eric Wasowicz so moved and Trustee Tim Struthers seconded.

Trustee John Butler asked if the minor in Actuarial Science and the minor in Statistics will be a part of the new department of Statistics and Actuarial Sciences. Chair Bárbara González confirmed this. Trustee Butler asked if the minors need Board of Trustees approval. President Lisa Freeman said they do not.

The motion was approved.

**Agenda Item 9.a.5. – Request for New Degree Program – B.S. in Statistics**

President Lisa Freeman presented agenda item 9.a.5.

Chair Dennis Barsema asked for a motion to approve this agenda item. Trustee Eric Wasowicz so moved and Trustee Tim Struthers seconded.

The motion was approved.

**Agenda Item 9.a.6. – Intercollegiate Athletics Apparel Sponsorship Package**

President Lisa Freeman presented agenda item 9.a.6. The sponsorship package is funded from local funds for an initial seven year contractual period. The cost is a maximum of \$3.5 million.

Chair Dennis Barsema asked for a motion to approve this agenda item. Trustee Eric Wasowicz so moved and Trustee Tim Struthers seconded.

Trustee Eric Wasowicz asked how long NIU has had the relationship with Adidas. President Lisa Freeman was unsure of the length of time but will follow up with the board. Trustee Wasowicz voiced concern with the length of the contract. President Freeman noted the contract is seven years with three one-year renewal options. Approval is only being sought for the initial seven year period. She noted other factors that went into the length of the contract included providing the rest of campus access to the contract and the cost of turning over a sponsorship with disposal of all related team apparel. Other competitive proposals were also considered in the process. Board Liaison Streb later said the relationship with Adidas started in 2001 and became exclusive in 2007.

The motion was approved.

**Agenda Item 9.a.7. – FY20 Intercollegiate Athletics Air Charter Services for Football Team**

President Lisa Freeman presented agenda item 9.a.7.

Chair Dennis Barsema asked for a motion to approve this agenda item. Trustee Eric Wasowicz so moved and Trustee John Butler seconded.

Chair Dennis Barsema asked for a motion to amend the previous motion to delegate authority to the president or her designee to approve changes to location, times, or other logistical arrangements and associated expenses due to unforeseen circumstances. Substantial actions taken will be reported back to the board at a subsequent meeting. Trustee Eric Wasowicz so moved and Trustee John Butler seconded.

The amendment was approved.

Trustee Eric Wasowicz asked about travel to Miami of Ohio for the game played there. Chair

Dennis Barsema clarified the decision to fly or drive has not been made.

The motion was approved.

**Agenda Item 9.a.8. – FY20 Master Agreement Facility Open Order Contract Renewals**

President Lisa Freeman presented agenda item 9.a.8. The agreements in the item provide a streamlined mechanism allowing engagement of companies effectively and efficiently as requirements arise on an emergent basis. The renewal awards will be advertised in the Illinois Procurement Bulletin. The funding request is up to \$16,025,000 from local funds.

Chair Dennis Barsema asked for a motion to approve this agenda item. Trustee Eric Wasowicz so moved and Trustee Nathan Hays seconded. Chair Dennis Barsema asked for a roll call vote.

Trustee John Butler: Abstain	Trustee Nathan Hays: Yes
Trustee Veronica Herrero: Absent	Trustee Bob Pritchard: Absent
Trustee Tim Struthers: Abstain	Vice Chair Eric Wasowicz: Yes
Board Chair Dennis Barsema: Yes	

The motion was approved.

**Agenda Item 9.a.9. – FY20 Consumable Commodities Open Order Contract Renewals**

President Lisa Freeman presented agenda item 9.a.9. The renewals or agreements will be processed in accordance with Illinois procurement regulations and advertised in the Illinois Procurement Bulletin. The funding request is up to \$1.87 million from local funds.

Chair Dennis Barsema asked for a motion to approve this agenda item. Trustee John Butler so moved and Trustee Tim Struthers seconded.

The motion was approved.

**Agenda Item 9.a.10. – FY20 Division of Information Technology Campus Copier Program Contract Renewal**

President Lisa Freeman presented agenda item 9.a.10. The vendor contracted is Gordon Flesch. The funding request is for \$700,000 from local funds.

Chair Dennis Barsema asked for a motion to approve this agenda item. Trustee John Butler so moved and Trustee Eric Wasowicz seconded.

The motion was approved.

**Agenda Item 9.a.11. – FY20 Division of Information Technology Microsoft Enrollment Contract Renewal**

President Lisa Freeman presented agenda item 9.a.11. The licensing under this contract allows NIU to run Microsoft Windows desktop operating system and Microsoft Office products, along with any applicable updates, on all university owned computers. The vendor contracted is ScholarBuys. The funding request is \$400,000 from appropriated funds.

Chair Dennis Barsema asked for a motion to approve this agenda item. Trustee Tim Struthers so moved and Trustee Eric Wasowicz seconded.

The motion was approved.

**Agenda Item 9.a.12. – FY20 Student Health Insurance**

President Lisa Freeman presented agenda item 9.a.12. The vendor contracted is Aetna Life Insurance. Funded solely by student health insurance fees, the amount requested is \$7.75 million.

Chair Dennis Barsema asked for a motion to approve this agenda item. Trustee Tim Struthers so moved and Trustee Eric Wasowicz seconded.

Trustee Eric Wasowicz asked if there has been any movement with the other state universities in Illinois for group buying student health insurance. President Lisa Freeman said the enthusiasm has been varied among the presidents and chancellors based on the financial advantage or disadvantage for the institution. She noted the issue has been raised and will be revisited when talking to members of the Illinois General Assembly. Trustee Wasowicz asked if there is any timeline to have this move forward legislatively. Board Liaison Matt Streb said these things typically move slowly and with the universities not united on the issue, it is more difficult. Trustee Wasowicz asked if all universities would need to be in agreement to move this forward. Board Liaison Streb noted it is not necessary, but if all are in agreement, more political support would be gained. Trustee Wasowicz asked if just those wanting to form the group could do so. Board Liaison Streb said it is a possibility, but President Freeman noted the ones who do want to group together are the ones that the expense problem would be better amortized over the ones who don't want to do it.

The motion was approved.

### **Agenda Item 9.a.13. – FY20 International Programs Division Expenditures**

President Lisa Freeman presented agenda item 9.a.13. The funding request from institutional local funds flows through to support study abroad and international programs and will not exceed \$2 million.

Chair Dennis Barsema asked for a motion to approve this agenda item. Trustee Eric Wasowicz so moved and Trustee John Butler seconded.

The motion was approved.

### **Items Directly from the President**

#### **Agenda Item 9.c.1. – Northern Illinois University Mission, Vision, and Values Statement**

President Lisa Freeman introduced agenda item 9.c.1 and commended the work done by the faculty and staff involved in the process. She called forward Vice Provost for Institutional Effectiveness Carolinda Douglass who provided administrative oversight to the process and Professor Shanthi Muthuswamy and Operating Staff Council President Holly Nicholson who co-chaired the working group.

Vice Provost Carolinda Douglass thanked President Freeman and turned over the presentation to the co-chairs.

Holly Nicholson began by noting the honor it was for her and Professor Shanthi Muthuswamy to co-chair this committee. They worked with an amazing group of people from shared governance bodies to update the vision, mission, and values statements. Members of the committee included Therese Arado, Cathy Doederlein, Brad Cripe, Janet Hathaway, David Ballentine, Manju Daniel, Chad McEvoy, and Marc Falkoff. Professor Muthuswamy continued by thanking Vice Provost Carolinda Douglass and supporting staff members Melanie Magara, Lisa Miner, Jennice O'Brien, Crystal Doyle, Susan Smith, and Ritu Subramony.

Holly Nicholson continued that during the committee's work, they felt it important for the statements to be memorable, concise, and speak to the things that differentiate NIU from other institutions. Statements from President Freeman's open forum in August, NIU's colleges' mission, vision and values statements, the University's value proposition and brand guidelines, and peer institutions were all considered. Draft statements were released to the NIU community and feedback was sought. Feedback included wanting a stronger, more competent vision statement; explaining what our service looks like; and being more specific in the type of growth we are promoting. Statements were finalized and presented to President Freeman to review and are presented today. The Northern Illinois University Vision Statement is as follows:

*Northern Illinois University's vision is to be an engine for innovation to advance social mobility; promote personal, professional and intellectual growth; and transform the world through research, artistry, teaching and outreach.*

Holly Nicholson then discussed the mission statement. The mission reflects the day-to-day work the University does to fulfill our vision. Feedback included giving students more power while at NIU, not just what they can do after graduating; explicitly adding the idea of community; and forming the mission into a single sentence so as not to prioritize one idea over another. The Northern Illinois University Mission Statement is as follows:

*The mission of Northern Illinois University is to empower students through educational excellence and experiential learning as we pursue knowledge, share our research and artistry, and engage communities for the benefit of the region, state, nation and world.*

Holly Nicholson concluded by noting how the values were finalized. Focus was made on four overarching values that are simple to remember. Three bullet points are under each value to explain each further. Feedback suggested the values were too concise, but the committee felt the need to exclude excess wording. The values were placed in alphabetical order to avoid any hierarchy. The values should be used as strategic planning is conducted, university policies are formed, and hiring and onboarding continue to get us closer to living out these values. Professor Shanthi Muthuswamy presented the Northern Illinois University Values Statement as follows:

*In pursuing our vision and fulfilling our mission, we value and practice:*

- *Curiosity and creativity.*
  - *We provide our students active learning experiences.*
  - *We champion innovation.*
  - *We commit our resources to supporting students, faculty and staff in their research, artistry and professional development.*
- *Equity and inclusion.*
  - *We seek and are strengthened by the diverse perspectives and experiences of our university community members.*
  - *We use an inclusive decision-making process.*
  - *We appreciate and respect every member of our community.*
- *Ethics and integrity.*
  - *We prepare our students to become global leaders who work to build a better society.*
  - *We model ethical behavior in and out of the classroom.*
  - *We are transparent and accountable to our stakeholders.*
- *Service and stewardship.*
  - *We serve society and confront local, national and global challenges through collaborations that improve our learning, teaching and research.*
  - *We make accessible the knowledge and resources we create.*
  - *We promote our students' success through advising and mentoring.*

Trustee Tim Struthers thanked the group for the work done. He noted his skepticism based on his stereotype of a public university's statements. He noted it describes NIU well and is memorable. Professor Shanthi Muthuswamy noted the group was made up of passionate people, who love NIU, and they wanted the statements to embody the spirit of NIU.

Trustee Eric Wasowicz acknowledged the work that goes into creating these statements based on his experience doing so. He congratulated the team.

Chair Dennis Barsema congratulated and thanked the committee for their work on this. He noted these updated statements will be the roadmap that guides us. Value centered leadership guides the university from the President on down. He continued that a proper way to keep the vision, mission,

and values in front of everyone will need to be determined. He concluded it is important to everyone at NIU to uphold themselves to the value of NIU and that we hold each other accountable for the value. Chair Barsema asked for a motion to approve this agenda item. Trustee Tim Struthers so moved and Trustee Eric Wasowicz seconded.

The motion was approved.

### **Agenda Item 9.c.2. – Strategic Enrollment Management Accountability Plan and Key Performance Indicators**

President Lisa Freeman presented agenda item 9.c.2. This item builds on the Strategic Enrollment Management (SEM) Plan presented previously. She asked Vice President for Enrollment Management, Marketing and Communications Sol Jensen to make the presentation.

Vice President for Enrollment Management, Marketing and Communications Sol Jensen began by commending his colleagues on the presentations and items presented previously at the meeting, noting there is a lot of momentum and great things happening at NIU. The SEM Accountability Plan will include very specific tactics and actions for each of the objectives under the SEM plan. Each tactic includes at least one accountable individual with most tactics having more than one responsible individual. The accountability plan will also include how each tactic will be assessed and an expected date of completion. He then pointed to the accountability plan to show how the tactics lie under each objective. He noted that the completion date is the date the tactic is expected to be completed, not the date the enrollment impact is expected. Vice President Jensen noted there are four distinct key performance indicators, but multiple performance indicators under each key performance indicator in the SEM Accountability Plan. The measurements will be looked at regularly to see if shifts need to be made to the tactics or new tactics need to be added. He concluded by noting the individual(s) listed under each tactic are at the highest level. Countless individuals reporting to the highest level will be involved in implementing the tactics. He encouraged individuals and departments to review the plan and see where they can contribute to the success of the plan.

Trustee Tim Struthers thanked Vice President Sol Jensen. He encouraged creation of a way to easily visually track the indicators and the progress being made.

Trustee Nathan Hays commended everyone who has worked on the SEM and Accountability Plan. He said students have taken an interest in the SEM, unlike many other high level plans and strategies. He noted this will not affect the students here now, but they are encouraged to know NIU is working to remain the best it can be.

Trustee Eric Wasowicz agreed with Trustee Tim Struthers on finding a way to easily focus on the plan. He noted recent branding efforts for the MBA program at the Chicago train station have a great impact on those walking through the station.

Chair Dennis Barsema said while we tend to focus on new student enrollment, student retention is just as important, as progress can be made by upping the percentage on students retained. He shared the story of the recruitment of a high school football player to NIU, and the impact it made on the young man with the branding done in the process. He thanked Vice President Sol Jensen and his team on the progress of this plan.

Trustee John Butler asked if the cultural competency training, diversity hiring plan, and new employee hiring and onboard trainings listed under market position brand awareness are there to signal an awareness in the campus community. Vice President Sol Jensen confirmed this. Vice President Jensen noted they want current and new faculty, staff, and students to be aware of who NIU is now as a student population and where we are going. President Lisa Freeman noted changes will soon be unveiled for the employee onboarding program due to efforts by Brian Smith, Susan Swegle, Celeste Latham, and the whole HR team. It will be less like a bunch of forms to complete

and more like a welcome to the NIU community and what it means to be a Huskie. Board Liaison Matt Streb noted the Board will see this presentation in May at the AASAP committee meeting. Trustee Butler noted this is the most streamlined he has ever seen the institutional goals and objectives relationship to the enrollment goals and the way the success of the plan is measured.

### **Agenda Item 9.c.3. – University Libraries Overview**

President Lisa Freeman introduced agenda item 9.c.3. The Trustees requested updates from each dean and the academic unit they oversee. This will be the first of the presentations by the deans. She asked Dean of the NIU Libraries Fred Barnhart to talk about the Libraries.

Dean of NIU Libraries Fred Barnhart thanked President Lisa Freeman and the Board for inviting him to speak. In his presentation, he pointed out the physical size of the library and the size of the library collection. He noted the building's architectural style allows room for renovations as seen in the recent addition of Coffee and Bagels, Founder's Gallery, 71 North and the Code Orange spaces. They have all brought added energy to the main library. He noted the two satellite libraries on campus, the Music Library and the Faraday Science Library. National and international lending and borrowing occurs. Two million e-resource searches and 500,000 e-resource downloads occur. Though the Libraries budget has declined over the past five years, NIU Libraries is doing quite well compared to other universities. Inflation of the materials does have an impact on the budget. Additional services offered by the Libraries include reference and research service assistance via in person, online chat, IM and the phone; in depth research assistance available to faculty and students; and first year student help through Libraries partners University Writing Center, PAL Tutoring, and a DoIT location. Libraries has been working on a strategic plan and will utilize the SEM plan and the new vision, mission, and values statements to complete this. They are working to transform the collections and space of the Libraries.

Dean Fred Barnhart continued by noting the strengths of the Libraries, noting the staff are the strongest asset from the faculty providing instruction in the use of the Libraries' resources and building and organizing the collections, to the operating staffs' institutional knowledge and assistance helping students, to the unique experience and knowledge of the Supportive Professional Staff. He continued by highlighting the collections the Libraries hold. The research intensive collection NIU holds is similar to other MAC and peer institutions despite financial challenges. Distinctive strengths include the Southeast Asia, Burma, and rare books collections. The Regional History Center was also noted. Dean Barnhart noted the Textbook Affordability Initiative has been a success and Open Access Educational Resources is a next step in making textbooks and learning materials affordable for students. NIU is known for online digital collections such as the Johansson Dime Novel, Lee Shriner sheet music, Genoa newspaper project and the Abraham Lincoln collection. The Huskie Commons is another attribute for NIU faculty to share their scholarship. The Huskie Commons follows the lead of other institutions to use open access. Alumni dissertations and theses are included in Huskie Commons. A grant funded project Dean Barnhart highlighted is the POWRR program. Staff are sent out to other libraries to help digitize collections at other libraries. The recent tenant additions in the library space and the other university programming there form great relationships and create energy in the library. Cultivating the relationships with the colleges and divisions that are in place with subject libraries and subject specialists is ongoing.

Dean Fred Barnhart highlighted some of the challenges the Libraries face. The cost of a research collection, inflation of materials, and the expectation of "everything available right now" for faculty and students are concerns. He pointed out the Student Association art collection being hidden. He hopes it becomes more visible and highlighted again. The Libraries facilities' deferred maintenance is another concern as it is around campus. Limited space for the collections as they grow is another challenge. Another area of concern Libraries hopes to address in partnership with other division on campus is information and technology literacy and the digital divide to promote

equity among students. The main library does have a laptop lending program, but many of them are out of date. The final challenge he noted is the change in personnel as formats and services change in the library bringing the need to hire new personnel and train current personnel.

Dean Fred Barnhart spoke to the opportunities available to the Libraries. The main library sits at the heart of campus, across from the Holmes Student Center and on the Martin Luther King Jr. Commons. They want to build on this location to have more programs, scholarship centers, artistry and innovation. They have begun this work through shared space for technology exploration, such as 3D printers. Data visualization is another area of technology that could help the library. Housing print collections in off-site or compact shelving would free up inviting student space. Marketing the collections to targeted audiences could enhance the NIU brand. He concluded, noting enhancing the library enhances the experience of future students since they are often brought there when visiting campus. If they see a vibrant place, it is more attractive to come to NIU.

Trustee Tim Struthers asked if the number of 10,000 patrons per week during the school year is stable, increasing or decreasing. Dean Fred Barnhart said it is increasing.

Trustee John Butler inquired about the governance structure of the library. Dean Fred Barnhart said there is a library advisory committee made up of representatives from all of the colleges who advise the provost. Trustee Butler asked what kinds of things the committee does. Dean Barnhart answered they present as much information as possible about what's happening at the libraries. He also noted they have a Libraries college council. Trustee Butler asked if the faculty go through a tenure process. Dean Barnhart said they do have tenure process with a robust research agenda. Trustee Butler asked how they are evaluated. Dean Barnhart noted they have a personnel committee and college council that evaluates the tenure track faculty in librarianship (similar to teaching), scholarship, and service.

Trustee Eric Wasowicz asked how NIU became a place for Southeast Asia Studies and Myanmar information. Dean Fred Barnhart deferred to President Lisa Freeman. She answered there was a strong interaction between philanthropic interest and support and faculty excellence. Overtime, there was a concerted effort to capitalize on the strength we had in the area by hiring joint appointments across disciplines and Southeast Asia studies. Acting Executive Vice President and Provost Chris McCord added it started in the 1960s as a training site for Peace Corps volunteers to Malaysia and has grown from there. Faculty whose research expertise was in the area recruited students from the area, particularly Indonesia and Thailand. NIU alums include foreign government officials, including the governor of Jakarta. Title VI funding from the U.S. Department of Education was/is received as a language resource center. One of the things done through this was to build the library collection for this. Currently, one of the projects is partnering with libraries in Myanmar to help rebuild their facilities from decades of neglect.

Chair Dennis Barsema asked if we keep the hard copy when it is digitized. Dean Fred Barnhart said it depends on how the original responds during the digitizing process. Chair Dennis Barsema commended the work done on the addition of Coffee and Bagels and the Discover Card Code Orange spaces. He noted they have added a buzz in the student population. He often conducts his meetings on campus in the Coffee and Bagels space and recently couldn't find a place to sit. Chair Barsema inquired about the space in the front of the main library before you go through the detectors and asked if it could be used for an art exhibit or something similar. Dean Barnhart agreed. Chair Barsema asked Dean Barnhart about his background. Dean Barnhart came to NIU in 2017 from Loyola where he was the Associate Dean of Libraries. When Dean Barnhart came to NIU, he discovered many hidden treasures at the Libraries. Chair Barsema noted he has had the same thing happen to him when he learns of things at NIU. Chair Barsema thanked Dean Barnhart for the presentation. President Freeman concluded the item by noting that Dean Barnhart not only is a great advocate for the Libraries, but he is also a DeKalb resident and brings the community to the Libraries through different community groups he is involved in. She is very proud of this



collaboration.

## 10. OTHER MATTERS

Chair Dennis Barsema congratulated Trustee Eric Wasowicz on his election as Vice Chair at the previous meeting. He also thanked President Lisa Freeman for working through her voice loss during the previous week and at today's meeting. He also thanked Board Liaison Matt Streb, Recording Secretary Chelsea Duis and other support staff for the planning and execution of the board meetings.

## 11. NEXT MEETING DATE

The next regularly scheduled meeting of the Board of Trustees will be held June 13, 2019.

## 12. CLOSED SESSION

Chair Dennis Barsema asked for a motion to close the public meeting to conduct an executive session to discuss the following subjects authorized by the Illinois Open Meetings Act, as amended: Personnel Matters as generally described under Sections 2(c)(1)(2)(3) and (21); Collective Bargaining Matters as generally described under Section 2(c)(2) of the Open Meetings Act; Litigation and Risk Management Matters as generally described under Sections 2(c)(11) and (12); and Closed Session Minutes Matters as generally described under Section 2(c)(21) of the Open Meetings Act.

Trustee Eric Wasowicz so moved and Trustee John Butler seconded. A roll call vote of the Trustees to recess to Closed Session was as follows:

Trustee John Butler: Yes	Trustee Nathan Hays: Yes
Trustee Veronica Herrero: Absent	Trustee Bob Pritchard: Absent
Trustee Tim Struthers: Yes	Vice Chair Eric Wasowicz: Yes
Board Chair Dennis Barsema: Yes	

The meeting is now closed and will re-open at the conclusion of the closed session. The Board adjourned for closed session at 11:34 a.m.

### Reconvene Meeting:

The meeting reconvened at 3:31 PM. Chair Dennis Barsema asked for a roll call.

Trustee John Butler: Here	Trustee Nathan Hays: Here
Trustee Veronica Herrero: Absent	Trustee Bob Pritchard: Absent
Trustee Tim Struthers: Here	Vice Chair Eric Wasowicz: Here
Board Chair Dennis Barsema: Here	

## 13. ADJOURNMENT

Chair Dennis Barsema asked for a motion to adjourn. Trustee Eric Wasowicz so moved and Trustee Tim Struthers seconded. The motion was approved. Meeting adjourned at 3:32 p.m.

Respectfully submitted,

Chelsea Duis  
Recording Secretary

*In compliance with Illinois Open Meetings Act 5 ILCS 120/1, et seq, a verbatim record of all Northern Illinois University Board of Trustees meetings is maintained by the Board Recording Secretary and is available for review upon request. The minutes contained herein represent a true and accurate summary of the Board proceedings.*

## APPOINTMENT OF EXECUTIVE VICE PRESIDENT AND PROVOST

Following a national search conducted by Northern Illinois University (NIU), Dr. Beth Fisher Ingram will join NIU as Executive Vice President and Provost after serving four years as the Provost and Vice President for Academic Affairs at North Dakota State University (NDSU). She previously spent 26 years at the University of Iowa, where she began as an assistant professor of Economics and rose to Professor and Associate Provost for Undergraduate Education.

Dr. Ingram comes to NIU with a reputation as a collaborative leader and data-informed problem solver. While at NDSU, she created and implemented a new strategic plan and built many productive relationships to develop a better sense of direction for the institution. Her drive for innovation in student support includes the creation of an early alert and advising system, and the development of curriculum maps and four-year plans. These efforts were credited with helping the institution boost its four-year graduation rate eleven percent over four years.

The second highest university official, Dr. Ingram will serve as the chief academic officer and lead the Division of Academic Affairs, which includes all of the academic colleges, the university libraries, the graduate school, international affairs, academic support services, undergraduate affairs, faculty affairs, and resource planning. She will also function as the Executive Vice President overseeing Human Resource Services, Institutional Effectiveness, and Student Affairs. She will share with the President, a reporting line for Academic Diversity, Equity, and Inclusion, and will work in partnership with the President and Vice President of Administration and Finance on all matters related to university budgets and decision-making.

**Recommendation:** The University recommends approval of the request to appoint Dr. Beth Fisher Ingram as the Executive Vice President and Provost, with the rank of Professor with tenure in the Department of Economics, effective, May 16, 2019.

## NORTHERN ILLINOIS UNIVERSITY FACILITY NAMING POLICY

### 1. INTRODUCTION AND PURPOSE

This document outlines protocol regarding the naming of facilities at Northern Illinois University (NIU). Naming opportunities are an integral part of efforts to secure major philanthropic gifts for the advancement of the University's mission, but also an opportunity to recognize and honor eminent persons for outstanding service or contribution to NIU. To effectively guide this process, it is necessary to delineate standards to be followed, factors to be considered, and criteria to be employed prior to granting approval for a formal naming associated with any University facility.

The following standards ensure that the naming of University facilities involves careful deliberation and attention to the appropriateness of the name.

### 2. AUTHORITY

Sole and final approval for the naming of campus facilities is the responsibility of the Board of Trustees of Northern Illinois University as stated in *Section VI. Physical Facilities, Subsection C. Naming of Facilities*, of the Regulations of the Board of Trustees. The Board of Trustees of NIU shall follow transparent, consistent, and accountable processes in the naming of facilities under its jurisdiction. In considering the recommendation from the Executive Vice President and Provost, Vice President for Administration and Finance and CFO, and Vice President of University Advancement, or equivalent positions, to name facilities, the President and the Board of Trustees shall ensure compatibility with the vision and mission of NIU.

A. Scope: The Board Regulation provides broad authority over all university facilities. Any contract or other agreement associated with the naming of a University facility, to include multi-media licensing agreements and sponsorship contracts, must be developed within the context of the Board's authority and in accordance with university standards. Such agreements will undergo full advance review by the Executive Vice President and Provost, the Vice President for Administration and Finance and CFO, and the Vice President for Advancement, or equivalent positions, prior to approval. Once approved at the university level, the President, after consultation with appropriate members of the university community, shall inform the Board of any proposed naming for a specified facility prior to the execution of a contract, or the acceptance of a philanthropic gift, that may result in a naming decision.

B. Internal spaces: The naming of spaces internal to a building or facility shall be developed and recommended by the Vice President for University Advancement by delegated authority of the Board of Trustees, and approved by the Executive Vice President and Provost and the Vice President for Administration and Finance and CFO or equivalent positions.

### 3. DEFINITIONS

A. Physical Facilities as defined by the Northern Illinois University Board of Trustees:

- Buildings
- Structures
- Stadia
- Commons
- Streets
- Drives

- Landscaped Areas
- Or any other property under the administrative control of the university

B. Interior Spaces and Other Facilities include:

- Rooms
- Atria
- Lobbies
- Food Service Locations
- Wings
- Floors
- Lecture Halls
- Laboratories
- Common Areas
- And all other areas located within buildings or other facilities

C. Other definitions:

- **Functional:** Designed for, or suited to, a particular operation or use.
- **Honorary:** Conferring or implying honor or respect; generally defined as recognizing outstanding individuals distinguished in character or attainments, or by success in any walk of life.
- **Philanthropic:** The act of philanthropy; generally defined as gifts to the University which have real or in-kind monetary value.
- **Auxiliary Facilities:** Those facilities financed through public/private partnerships (e.g. borrowed funds).
- **Original Facilities:** Those facilities considered either technically original to the NIU campus, developed earlier in its history, and/or currently bearing a longstanding name (e.g. Holmes Student Center).
- **Total project cost:** The budgeted cost of project at the time of the gift.

#### 4. GUIDELINES

A. Naming: Facilities should be named in such a way as to reflect the general activities for which the building is utilized. A building name may include a designation such as auditorium, center, gymnasium, hall, institute, school, laboratory, etc.

A.1. Honorary: Those individual(s) for whom Facilities are named or in whose honor a designation is bestowed must exemplify the values of the NIU. Additionally, the integrity of the honoree shall be beyond reproach. Facilities may be named for:

- Notable members of the university faculty and staff who have emeritus status or have been retired for five (5) years or more.
- Elected persons of the state, nation or country that are no longer living.
- Elected persons of the state, nation or country that that have been retired for ten (10) years or more.
- Faculty, staff, alumni or friends of the University community who have made extraordinary contributions to the University or society. Honorees shall have achieved distinction in one or more ways:
  - Served the University in an academic capacity, achieved the highest scholarly distinction and earned a national or international reputation.
  - Served the University in an important administrative capacity, rendered distinguished service, and provided exceptional contributions to the University.
  - Contributed in truly exceptional ways to the welfare of the institution, state, or nation or achieved such unique distinction as to warrant recognition.

A.2. Philanthropic: For or by individual or corporate donors who provide significant gifts in support of Facilities and programs at the University.

A.3. Non-philanthropic sources: If the University/Foundation decides to fund a building project with funds other than donations, and/or a business plan with alternative/additional funding, consideration may be given as determined by the Executive Vice President and Provost and the Vice President for Administration and Finance and CFO, and, in consultation with the Vice President for University Advancement.

A.4. Original facilities and longstanding honorary designations: It shall be the general practice to maintain historic and honorary names either attached to longstanding campus facilities (e.g., Holmes Student Center), or where an honorary name has been attached to a facility for over 50 years. Renaming of such facilities will be considered in the context of emerging philanthropic or new honorary naming opportunity if the terms conform to university standards, have been reviewed and recommended by the Advisory Committee, and approved by the Board of Trustees. Considerations with regard to appropriate perpetuation of the prior name will be given, and may include, for instance, a plaque in or adjacent to a newly-named original building.

B. Signage: All new building signage shall conform to the University Signage Standards.

B.1. When an entire Facility is named for an individual, the actual name may appear on the façade of the structure, University signage, and campus maps as appropriate.

B.2. Space within named buildings (e.g., rooms, lounges, laboratories, performance spaces, lecture halls, etc.) may be further designated by plaques or tablets installed in buildings, but in complement and coordination with other recognition and designations within those buildings. All such identifications must be approved by the Vice President for University Advancement and in consultation with the Vice President for Administration and Finance and CFO.

B.3. Interior Signage minimum funding levels are determined by the Division of University Advancement in accordance with the NIU Foundation’s Gift Acceptance Policy and Donor Recognition Guidelines, and approved by the Executive Vice President and Provost and the Vice President of Administration and Finance and CFO, or equivalent positions.

B.4. Exterior Signage minimum funding levels:

<b>Signage Type</b>	<b>\$500K to \$1M</b>	<b>\$1M to \$10M</b>	<b>\$10M +</b>
Standard university exterior signage	x	x	x
Prefinished anodized aluminum lettering not to exceed 1’ in height on exterior of the building (academic buildings, e.g.)			x
Stylized signage on exterior of building as appropriate to building style and design (athletic facilities, e.g.)			x

B.5. Total cost for all signage shall be determined on a project basis and in accordance with the NIU Foundation's Gift Acceptance Policy and Donor Recognition Guidelines.

B.6. When a named Facility has reached the end of its useful life and will be razed or the unit moves into a different Facility, the donors will be appropriately recognized in a related Facility. This stipulation does not override time periods listed in Section 5. A.1.

### C. Changes or Removal of a Name:

C.1. To change the name of a Facility, the initiator must provide a proposal that includes a justification for the name change. If the change involves naming the Facility in honor of a person, the proposal must include a review of the accomplishments and/or contribution of the individual.

C.2. In certain circumstances, the University reserves the right, on reasonable grounds, to revoke and terminate its obligations regarding a naming, with no financial responsibility for returning any received contributions to the benefactor. These actions, and the circumstances that prompt them, may apply to an approved naming that has not yet been acted upon or to a conferred naming. Circumstances that may lead to such a consideration include, but are not limited to:

- Comprehensive renovation of, or addition to, a particular space.
- Failure by the honored person, family or organization to fulfill agreed upon obligations.
- The demolition of a facility or the discontinuation of an activity.
- Actions by an honored person, family or organization that is inconsistent with the values and mission of the university.
  - If the benefactor's or honoree's reputation changes substantially so that the continued use of that name may compromise the public trust, dishonor the University's standards, or otherwise be contrary to the best interests of the University, the naming may be revoked.
  - In the instances where a decision has been made to revoke a naming in accordance with this policy, prior to final approval, the University shall provide the benefactor, or a representative of the benefactor, the opportunity to voluntarily relinquish the name from the University facility or academic unit, as the case may be.
  - However, caution must be taken when, with the passage of time, the standards and achievements deemed to justify a naming action may change and observers of a later age may deem those who conferred a naming honor at an earlier age to have erred. Namings should not be altered simply because later observers would have made different judgements.

This should be done judiciously, and involve the approval of the Vice President for Administration and Finance and CFO or equivalent position, the General Counsel, the University President, and the Board of Trustees.

D. Exceptions: There may be instances where exceptions will be granted to the guidelines above. These will be reviewed and endorsed by the Vice President for Administration and Finance and CFO, or equivalent position, in consultation with appropriate additional stakeholders, and submitted to the Board of Trustees for consideration.

## 5. FUNDING CRITERIA

A. Limited Terms: The length of time a Facility shall retain a name shall be based on the donation or funding provided.

## A.1. Facility Funding Categories

<b>Total Project Cost</b>	<b>Maintenance Endowment Level (15%)</b>	<b>Gift Level</b>	<b>Guaranteed For</b>
\$1M to \$5M	\$150,000 - \$750,000	\$1,150,000 - \$5,750,000	10 Years
\$5M to \$10M	\$750,000 - \$1,500,000	\$5,750,000 - \$11,500,000	15 Years
\$10M to \$20M	\$1,500,000 - \$3,000,000	\$11,500,000 - \$23,000,000	20 Years
\$20M to \$30M	\$3,000,000 - \$4,500,000	\$23,000,000 - \$34,500,000	30 Years
\$30M to \$40M	\$4,500,000 - \$6,000,000	\$34,500,000 - \$46,000,000	40 Years
\$40M +	\$6,000,000 +	\$46,000,000 +	50 Years

A.2. Right of first refusal: A right of first refusal to renew a facility naming agreement shall be extended to coincide with the completion of each gift term to the entity or person currently holding the name. The offer to renew shall be extended no later than one year prior to the expiration of the current naming agreement, and if no renewal is confirmed within 6 months of the expiration, the University will exercise its right to pursue renaming.

B. Facility Naming Criteria: When a facility is to be named in consideration of a financial contribution, the gift shall be received, or its future receipt shall be assured, through the appropriate signed gift agreement, before a naming action shall be taken as follows:

### B.1. Gift Considerations and Status at the Time of Naming:

B.1.1. Commitments to name a building, structure or exterior space must be related to contributions in cash, cash equivalents, marketable securities, or enforceable pledges to be paid in no longer than ten years.

B.1.2. Irrevocable planned gifts may generate current naming of facilities if current cash flow considerations are not an issue from a project financing perspective. Such gifts will be credited at their face value with particular emphasis being given to the predictability of the long-term value of the irrevocable deferred gift.

B.1.3. Gift agreements for the naming of buildings, structures, or interior or exterior spaces (before construction completion) should allow for unrestricted use of the donated funds.

B.1.4. Pledges: In the case of facilities, gifts must be current use gifts and may include a maximum ten year pledge. If the pledged gift is to name new construction, renovation or other project with cash flow considerations, the timing of the payments should be such that sufficient dollars are available to cover project costs.

B.1.5. Combinations of revocable planned gifts and cash may occasionally generate current naming opportunities under the right circumstances. Each combination must be explained fully to the Executive Vice President and Provost and the Vice President for Administration and Finance and CFO, or equivalent positions, and a case made for the appropriateness of the naming given the specifics of a particular gift. Emphasis will be given to cash flow requirements and the predictability of the long term value of the revocable deferred gift component, and the predictability of its receipt.

B.2. Minimums: The minimum contribution giving rise to the opportunity of naming an entire building, structure, or exterior space for new construction or renovations requires at least 51% of the total project cost, plus a 15% maintenance endowment. The naming could require more depending on the prominence/exposure and the ability of the university to acquire additional funding. New construction or renovation cannot commence until sources for 100% of the total project cost, including a 15% maintenance endowment, are identified

and confirmed by the Executive Vice President and Provost and the Vice President for Administration and Finance and CFO, or equivalent positions,.

B.2.1. New Facilities: 51% of the private fundraising goal for the project

B.2.2. Existing Facilities: 51% of the private fundraising goal for the project, if construction is to be done; or 51% of the currently assessed valuation of the building.

B.2.3. Addition to Existing Facilities: 51% of the private fundraising goal for the project

B.2.4. Renovations: 100% off the total project cost if project is less than \$5,000,000; if project is greater than \$5,000,000, 51% of the private fundraising goal of the project.

B.2.5. Outdoor Areas (i.e. courtyards, gardens, streets, fountains, benches, etc.): 100% of the total cost.

#### C. Programmatic Centers and other naming opportunities (Academic and Administrative):

C.1. Colleges, Schools, Institutes, Departments, Academic or Administrative Units: The specific level for each unit will be determined by the Vice President for University Advancement, in accordance with the NIU Foundation's Gift Acceptance Policy and Guidelines for Donor Recognition, and approved by the Executive Vice President and Provost and the Vice President of Administration and Finance and CFO, or equivalent positions.

C.2. A minimum of a \$5,000,000 endowment gift is needed to name a programmatic center.

C.3. An alternate funding plan may be implemented with the approval of the Executive Vice President and Provost and the Vice President for Administration and Finance and CFO and in consultation with the Vice President for University Advancement, or equivalent positions. The Vice President for Administration and Finance and CFO, or equivalent position, retains the flexibility to negotiate alternative financial arrangements where the best interest of the University is served.

## 6. PROCEDURES

Northern Illinois University Board of Trustee Regulations: The President, after consultation with members of the university community, shall either make a confidential report to the Chairman of the Facilities, Finance and Operating Committee of the Board of Trustees (if donor confidentiality is an issue), or members of the Board in support of any proposed name for a specific Facility.

#### A. Review Process

A.1. Since naming facilities has a long-term impact on the University, the approval process is designed to ensure such action is in the best interest of the University. The Vice President for University Advancement, or equivalent position, shall conduct an initial review of all naming proposals submitted for consideration. The Vice President for University Advancement, or equivalent position, shall consult and receive general approval from the following university personnel, or equivalent positions, before making a recommendation to the President:

- Executive Vice President and Provost
- Vice President for Administration and Finance and CFO
- Senior administrator(s) from requesting units
- NIU Foundation Board (when funded by private donations)
- Advisory Committee (special circumstances)

A.2. Advisory Committee: An Advisory Committee, inclusive of representatives of the faculty, staff, the student body, and other such stakeholders as deemed appropriate, shall be appointed by the Executive Vice President and Provost, the Vice President for Administration and Finance and CFO, and the Vice President for University Advancement,



or equivalent positions. The Committee shall be called upon in special circumstances for the purpose of review and recommendation in instances of:

- Honorary naming
- Proposed renaming of an Original Facility
- Other special circumstances, as deemed appropriate or beneficial

The Committee's input and decision-making authority shall be limited where ethical principles, especially donor confidentiality, apply.

## B. Submission Process

B.1. Honorary Naming: academic or administrative units that wish to honor an individual/corporation for outstanding contributions to the University or to the spirit of community within the university or the larger community, shall submit a Naming Request Proposal to the Vice President for Administration and Finance and CFO, or equivalent position, who shall consult with the Vice President for University Advancement and the Executive Vice President and Provost, or equivalent positions.

B.1.1. The Naming Request Proposal developed must include:

- Letter of request for naming from dean, director or University administrator, indicating faculty support and detailing the appropriateness of the honorary naming;
- Supplemental information of the individual being honored with the naming of the facility of facility component (see Naming Request Proposal Form)

B.1.2. Review and recommendation: Upon review and endorsement, the Executive Vice President and Provost, the Vice President for Administration and Finance and CFO, and the Vice President for University Advancement, or equivalent positions, will then present the Naming Request Proposal in confidence to the President.

B.1.3. Review and Approval by Board of Trustees: Upon completion of review of the Naming Request Proposal, the President will present the internally vetted and recommended honorary naming proposal to the Board of Trustees for approval.

## B.2. Donor Naming

B.2.1. Consultation:

- When facilities have the potential to attract gifts, the appropriate development officer should first consult with the Chief Development Officer and the Vice President for University Advancement, or equivalent positions, regarding initial steps to be taken in securing such gifts.
- Prior to discussions with a donor regarding a naming opportunity, the Vice President for University Advancement will consult with the Executive Vice President and Provost, and the Vice President for Administration and Finance and CFO, or equivalent positions, and the President, as required.

B.2.2. Naming Request Proposal developed: In discussing facility naming opportunities, the development officer will apprise the prospective donor regarding the review and approval process, and complete a Naming Request Proposal.

B.2.3. Division Review: The Vice President for University Advancement, or equivalent position, shall review all such proposals and take appropriate action as outlined in the Facility Naming Policy.

B.2.4. Donor Dialogue: When speaking with potential donors, all architectural renderings, construction models, or other plans should be identified as conceptual and not literal depictions of what the facility will ultimately be. During discussions, it will be emphasized that donors understand they shall not control the details of construction, furnishing, etc.

B.2.5. Gift Agreement: Upon appropriate review, the donor, gift officer, and the Vice President for University Advancement, or equivalent position, will complete a gift agreement. Naming considerations to be taken into account in the agreement include:

- The clear and expressed term of the naming, including:
  - The life expectancy of the building, equipment, rooms, naming duration, etc.
  - Conditions under which the University might exercise authority to rename.
  - The binding nature of pledge to a facility building project, and the specific and timely fulfillment of the pledge that will be relied upon and may be used as collateral for project financing.
- Public recognition of the gift will proceed in accordance with this policy, the Gift Acceptance Policy and Donor Recognition Guidelines of the NIU Foundation.

B.2.6. Review and Approval by the Board of Trustees: Upon completion of review, the Naming Request Proposal and Gift Agreement, the President will present the internally vetted and recommended facility naming proposal to the Board of Trustees for approval.

## **7. EFFECTIVE DATE AND APPLICABILITY**

This policy shall be effective May 9, 2019, which is the official date upon which it was approved by the Northern Illinois University Board of Trustees. The policy is applicable to all future naming instances from this date forward until such time as it is superseded by new policy, and is not applicable to any currently named facilities that were negotiated through a gift or naming agreement prior to this date with the exception of a future occurrence or circumstance as outlined in Section 4.C. above.

**Recommendation:** The University recommends approval of the Northern Illinois University Facility Naming Policy.

## UNIVERSITY COUNCIL AMENDMENT TO THE NORTHERN ILLINOIS UNIVERSITY CONSTITUTION ARTICLE 6.5

### NIU Constitution Article 6.5 Administrative Committees

At its April 3, 2019, meeting, the University Council approved the proposed constitutional amendment below. Subsequently, this proposed amendment was approved by a 159 to 49 majority of those voting (3 abstained) in a faculty referendum. It must now be approved by the Board of Trustees, pursuant to Article 10 of the Northern Illinois University Constitution.

**Explanation of Proposed Amendment:** A challenge from a community member has revealed that the University's Constitution and Bylaws contain outdated and unclear language that needs to be addressed. "The President's Staff" is not currently a functioning committee of the University, as there is no such committee that makes policy recommendations to the University Council, or that serves as a liaison body between the administrative divisions and their constituent parts, as described in the Constitution and Bylaws. Also, it appears that no other Illinois public university has a reference to the equivalent of "The President's Staff" in their constitutions or other governing documents.

President Freeman holds informal staff meetings with members of the senior leadership, known as the Senior Leadership Roundtable. These meetings are usually held on a weekly basis, and the membership is determined at the discretion of the president. The Senior Leadership Roundtable is not formally appointed by, report to, or otherwise accountable to the University Council, or any other public body of the state. The Senior Leadership Roundtable's function is to advise the president on matters pertaining to internal university affairs, and to promote communication and cooperation between members of the senior leadership. As such, the Senior Leadership Roundtable is not the same as "The President's Staff."

Therefore, removal of "The President's Staff" from the Constitution and Bylaws is appropriate in order to: 1) eliminate references to a committee that does not currently function at NIU, 2) remove the confusion between the Senior Leadership Roundtable and "The President's Staff," and 3) be more compatible with governing documents from other Illinois public universities.

Below is the proposal, using ~~cross-out~~ to show the language that is proposed to be deleted.

### NIU CONSTITUTION

#### ARTICLE 6: FACULTIES, STANDING COMMITTEES, COUNCILS AND BOARDS OF THE FACULTY AND ADMINISTRATION

##### ~~6.5 Administrative Committees~~

###### ~~6.5.1 The President's Staff~~

~~The president's staff shall consist of the president and such other members as determined by the president.~~

###### ~~6.5.2 Other Administrative Committees~~

~~There shall be such other administrative committees as may be established by the bylaws, by the University Council, or by the president.~~

**Recommendation:** Pursuant to Article 10 of the University Constitution, the University requests Board of Trustees approval of the University Council Amendment to remove Article 6.5 and sub-articles 6.5.1 and 6.5.2 from the Northern Illinois University Constitution.

## **UNIVERSITY POLICY LIBRARY UPDATE**

The Policy Library was started in 2016 by the University Council - Faculty Senate's Rules, Governance and Elections Committee (RGE). Presentations and updates were made to Faculty Senate and University Council that outlined how a policy library would help in providing a centralized place for all university policies. A letter to the President in 2017 from shared governance and the RGE leadership proposed the creation of a policy library and requested funding for a policy librarian position. Dr. Rebecca "Becqui" Hunt was hired Spring 2018 to begin duties as University Policy Librarian in August 2018. Policies were collected from various University divisions from Fall 2018-Spring 2019. The Policy Library was launched April 9, 2019. Dr. Hunt will give a University Policy Library Update presentation.

## LITIGATION – JACKSON V. BOARD OF TRUSTEES OF NORTHERN ILLINOIS UNIVERSITY

**Background:** On October 2, 2015, Keith Jackson brought a lawsuit against the Board of Trustees of Northern Illinois University, former president Doug Baker and former interim chief financial officer Nancy Suttentfield in federal district court related to his separation from employment with NIU on February 23, 2016, and related matters. In addition, Mr. Jackson filed a separate claim against the Board of Trustees with the Illinois Court of Claims on February 22, 2017, again, related to his separation from employment with NIU. The parties participated in a settlement conference held by the federal district court on April 17, 2019. As a result of that settlement conference, the University and Mr. Jackson have reached a proposed agreement to forever resolve the issues presented in the cases and end the litigation between the parties.

The settlement of these matters in no way constitutes an admission of wrongdoing on the part of the University, its employees or Mr. Jackson. Considerations weighing in favor of settlement include, but are not limited to, the financial cost of a trial and associated hearings in both matters, the inconvenience to the University's employees who were also defendants or potential participants in the cases, and the disruption of University operations for University employees to participate in the cases moving forward.

The settlement was entered into with the approval of the University's insurer and with concurrence from the Office of the Illinois Attorney General, which is representing the Board of Trustees in this matter. The Office of the Illinois Attorney General also represents Dr. Baker in this litigation. Ms. Suttentfield is represented by Taft Stettinius & Hollister LLP. The agreement provides for Mr. Jackson to be paid a total of \$600,000.00. The settlement amount will be paid out by the University's insurance carrier, after all qualifying expenses related to the litigation are applied to the applicable insurance deductible limits.

As part of the agreement, Mr. Jackson agrees that all claims brought against the University and the individually named defendants will be dismissed. In addition, the University will provide Mr. Jackson with a letter of reference noting positions held, the length of time served at NIU, and the integrity with which Mr. Jackson served. Mr. Jackson will agree not to disparage the University and its employees. Upon approval of the terms of the settlement by the Board and final negotiation of the written agreement, the Parties will file a joint stipulation, or other appropriate documentation, to dismiss the litigation and remove the cases from each of the courts' respective dockets.

**For Approval:** The Board of Trustees is being asked to authorize the terms of the settlement, and associated payments, as described above to fully and finally resolve all claims brought by or on behalf of Keith Jackson in Keith Jackson v. Board of Trustees of Northern Illinois University, et al. (United States District Court, Northern District of Illinois) and Keith Jackson v. State of Illinois, et al. (Illinois Court of Claims). If approved, the Board additionally authorizes the Office of Illinois Attorney General to reduce the terms of the settlement into a written settlement agreement for the parties of the litigation to execute.