

Minutes of the  
**NIU Board of Trustees of Northern Illinois University**  
**Finance, Audit, Compliance, Facilities and Operations Committee**  
August 26, 2021

**CALL TO ORDER AND ROLL CALL**

The meeting was called to order at 11:32 a.m. by Committee Vice Chair Bob Pritchard. This committee meeting was being conducted in person and through videoconferencing communications pursuant to Public Act 101-0640, enacted June 12, 2020, and section 7(e) of the Illinois Open Meetings Act, allowing for virtual board meetings during a disaster declaration relating to public health concerns. The Chair of the Board determined that an in-person meeting was not practical or prudent because of the disaster. As such, trustees attended this meeting by audio and visual conferencing and not by physical presence.

Recording Secretary Sandy McCartney conducted a roll call of the Trustees.

Trustee Rita Athas: Present	Trustee John Butler: Present
Trustee Montel Gayles: Present	Trustee Veronica Herrero: Absent
Committee Vice Chair Bob Pritchard: Present	Trustee Jacob Sommer: Present
Committee Chair Dennis Barsema: Present	Board Chair Eric Wasowicz: Present

Also present were President Lisa Freeman; Committee Liaison and Vice President for Administration and Finance and Chief Financial Officer Sarah Chinniah; Vice President and General Counsel and Board Parliamentarian Bryan Perry; Executive Vice President and Provost Beth Ingram; and Board Liaison and Chief of Staff Matt Streb.

**VERIFICATION OF QUORUM AND APPROPRIATE NOTICE OF PUBLIC MEETING**

General Counsel Bryan Perry indicated the appropriate notification of the meeting has been provided pursuant to the Illinois Open Meetings Act. General Counsel Perry also advised that a quorum was present.

**MEETING AGENDA APPROVAL**

Committee Vice Chair Pritchard asked for a motion to approve the meeting agenda. Trustee Athas so moved, and Trustee Gayles seconded.

*Board Chair Wasowicz announced Trustee Herrero came into the meeting at 11:35 a.m.*

Committee Vice Chair Pritchard asked Ms. McCartney to conduct a roll call vote.

Trustee Rita Athas: Yes	Trustee John Butler: Yes
Trustee Montel Gayles: Yes	Trustee Veronica Herrero: Yes
Committee Vice Chair Bob Pritchard: Yes	Trustee Jacob Sommer: Yes
Committee Chair Dennis Barsema: Yes	Board Chair Eric Wasowicz: Yes

The motion was approved.

## REVIEW AND APPROVAL OF MINUTES OF MAY 13, 2021

Committee Vice Chair Pritchard asked for a motion to approve the minutes of May 13, 2021. Board Chair Wasowicz so moved, and Trustee Herrero seconded.

Committee Vice Chair Pritchard asked Ms. McCartney to conduct a roll call vote.

Trustee Rita Athas: Yes

Trustee John Butler: Yes

Trustee Montel Gayles: Yes

Trustee Veronica Herrero: Yes

Committee Vice Chair Bob Pritchard: Yes

Trustee Jacob Sommer: Yes

Committee Chair Dennis Barsema: Yes

Board Chair Eric Wasowicz: Yes

The motion was approved.

## CHAIR'S COMMENTS/ANNOUNCEMENTS

Committee Vice Chair Pritchard welcomed everyone. He mentioned the new committee assignments with Dennis Barsema now serving as the Committee Chair and his own role as Committee Vice Chair of FACFO. He also recognized President Freeman and Vice President for Administration and Finance and Chief Financial Officer (VPCFO) Chinniah and VPCFO Chinniah's leadership team for all the support they provided in preparation for this meeting. Committee Vice Chair Pritchard spoke to resuming multi-year planning and celebrated the opening of The De La Vega Innovation Lab in the College of Business, crediting those who worked so hard to make this happen and thanking all donors who supported the effort. He ended by giving a brief overview of the agenda.

Committee Vice Chair Pritchard recognized the University Advisory Committee, and the two new liaisons for the FACFO Committee. He asked if anyone had any comments but with no response moved forward.

## PUBLIC COMMENT

Committee Vice Chair Pritchard introduced the public comment portion of the meeting. General Counsel Perry stated there had been one individual registered to speak, Sairyia Jemison. However, she was not online so there were no public comments.

## FINANCIAL UPDATE

Committee Vice Chair Pritchard asked VPCFO Chinniah to present the Financial Update.

### **Agenda Item 7.a. Fiscal Year 2020 Audit and Financial Results**

Before presenting the first financial item VPCFO Chinniah thanked her leadership team and Committee Vice Chair Pritchard and expressed looking forward to partnering with both him and Committee Chair Barsema in the year ahead. She also thanked Trustee Gayles and Board Chair Wasowicz for their partnership last year.

VPCFO Chinniah presented Agenda Item 7.a.

VPCFO Chinniah said if no questions, she would proceed to 7.b. and continue discussion of the fiscal action plans.

### **Agenda Item 7.b. Fiscal Year 2020 External Audit Corrective Action Plans Update**

VPCFO Chinniah presented Agenda Item 7.b.

Discussion on the FY20 External Audit Corrective Action Plans began with Committee Vice Chair Pritchard asking if the Board could have done anything to help reduce the number of findings in the audit. Discussion followed regarding the number of audit findings and how reporting timelines often increase the likelihood of repeat findings. Discussion concluded with an explanation of how the university prioritizes findings when addressing the report.

## UNIVERSITY RECOMMENDATIONS

Committee Vice Chair Pritchard asked VPCFO Chinniah to present the University Recommendations.

### **Agenda Item 8.a. Harper College University Center Strategic Partnership Agreement**

VPCFO Chinniah presented Agenda Item 8.a.

Committee Vice Chair Pritchard asked for a motion to approve Agenda Item 8.a. Trustee Athas so moved, and Trustee Gayles seconded.

There was no further discussion.

Committee Vice Chair Pritchard asked Ms. McCartney to conduct a roll call vote.

Trustee Rita Athas: Yes

Trustee John Butler: Yes

Trustee Montel Gayles: Yes

Trustee Veronica Herrero: Yes

Committee Vice Chair Bob Pritchard: Yes

Trustee Jacob Sommer: Yes

Committee Chair Dennis Barsema: Yes

Board Chair Eric Wasowicz: Yes

The motion was approved.

### **Agenda Item 8.b. External Print Services**

VPCFO Chinniah presented Agenda Item 8.b.

Committee Vice Chair Pritchard asked for a motion to approve Agenda Item 8.b. Board Chair Wasowicz so moved, and Trustee Herrero seconded.

The External Print Services item elicited several questions and much discussion. Conversation ensued around the Request for Proposal (RFP) process, the selection of RR Donnelley (RRD) as the awarded vendor, prevailing wage requirements, Business Enterprise Program (BEP) requirements, and monitoring compliance. VPCFO Chinniah confirmed RRD met all requirements relative to prevailing wage and BEP compliance, and the university has processes in place to ensure RR Donnelly will meet the requirements stated in the RFP. Additional conversation occurred around other public institutions and community colleges who had outsourced some printing to RR Donnelly and where work will be conducted. The conversation concluded with pricing. President Freeman affirmed print demands are trending down so the actual spend is likely to be significantly lower than the requested \$7.5M not to exceed over five years.

Committee Vice Chair Pritchard asked Ms. McCartney to conduct a roll call vote.

Trustee Rita Athas: Yes

Trustee John Butler: Yes

Trustee Montel Gayles: Yes

Trustee Veronica Herrero: Yes

Committee Vice Chair Bob Pritchard: Yes

Trustee Jacob Sommer: Yes

Committee Chair Dennis Barsema: Yes

Board Chair Eric Wasowicz: Yes

The motion was approved.

### **Agenda Item 8.c. Telephony Replacement and Upgrade**

VPCFO Chinniah presented Agenda Item 8.c.

Committee Vice Chair Pritchard asked for a motion to approve Agenda Item 8.c. Trustee Gayles so moved, and Trustee Athas seconded.

Conversation followed regarding use of BEP vendors throughout the project, and Trustee Gayles requested follow-up with specifics once the system is in place. The remaining discussion focused on project timeline and new system functionality.

Committee Vice Chair Pritchard asked Ms. McCartney to take a roll call vote.

Trustee Rita Athas: Yes

Trustee John Butler: Yes

Trustee Montel Gayles: Yes

Trustee Veronica Herrero: Yes

Committee Vice Chair Bob Pritchard: Yes

Trustee Jacob Sommer: Yes

Committee Chair Dennis Barsema: Yes

Board Chair Eric Wasowicz: Yes

The motion was approved.

### **Agenda Item 8.d. Wireless Network Expansion and Upgrade**

VPCFO Chinniah presented Agenda Item 8.d.

Committee Vice Chair Pritchard asked for a motion to approve Agenda Item 8.d. Trustee Athas so moved, and Trustee Herrero seconded.

Trustee Gayles opened conversation around coverage type by location. Chief Information Officer Matt Parks explained this is a building-based deployment and continued detailing information as to what upcoming plans were, why the expansion was being deployed as it was, and how this expands capacity for NIU students, faculty, and staff.

Committee Vice Chair Pritchard asked Ms. McCartney to conduct a roll call vote.

Trustee Rita Athas: Yes

Trustee John Butler: Yes

Trustee Montel Gayles: Yes

Trustee Veronica Herrero: Yes

Committee Vice Chair Bob Pritchard: Yes

Trustee Jacob Sommer: Yes

Committee Chair Dennis Barsema: Yes

Board Chair Eric Wasowicz: Yes

The motion was approved.

### **Agenda Item 8.e. Campus Mobile Technology Needs**

VPCFO Chinniah presented Agenda Item 8.e. Prior to presenting the item VPCFO Chinniah added there was a 90-to-120-day lead time on laptops and related equipment, and the university is looking to expedite the order if the committee agrees.

Committee Vice Chair Pritchard asked for a motion to approve Agenda Item 8.e. Committee Chair Barsema so moved, and Trustee Herrero seconded.

Discussion began with laptop deployment and prioritization. VPCFO Chinniah explained a distribution plan will be developed in partnership with the Executive Vice President and Provost's office. President Freeman also noted the Leadership Team just received recommendations from a task force regarding Remote Working Flexibility, which will provide information to aid in equitable laptop distribution.

Committee Vice Chair Pritchard asked Ms. McCartney to conduct a roll call vote.

Trustee Rita Athas: Yes

Trustee John Butler: Yes

Trustee Montel Gayles: Yes

Trustee Veronica Herrero: Yes

Committee Vice Chair Bob Pritchard: Yes

Trustee Jacob Sommer: Yes

Committee Chair Dennis Barsema: Yes

Board Chair Eric Wasowicz: Yes

The motion was approved.

#### **Agenda Item 8.f. Building Access Control Upgrades**

VPCFO Chinniah presented Agenda Item 8.f.

Committee Vice Chair Pritchard asked for a motion to approve Agenda Item 8.f. Trustee Gayles so moved, and Trustee Athas seconded.

Conversation ensued around rolling out the project in phases, as quickly as possible, based on funding availability. Varying project costs, in phases and in totality, were discussed. Additional conversation followed regarding the wide range of costs, prioritizing locations based on student benefit, integration with existing systems and locations, use of OneCards as access mechanisms, and enhancements to safety.

Committee Vice Chair Pritchard asked Ms. McCartney to conduct a roll call vote.

Trustee Rita Athas: Yes

Trustee John Butler: Yes

Trustee Montel Gayles: Yes

Trustee Veronica Herrero: Yes

Committee Vice Chair Bob Pritchard: Yes

Trustee Jacob Sommer: Yes

Committee Chair Dennis Barsema: Yes

Board Chair Eric Wasowicz: Yes

The motion was approved.

#### **Agenda Item 8.g. Bank Account – Signatory Authorization**

VPCFO Chinniah presented Agenda Item 8.g.

Committee Vice Chair Pritchard asked for a motion to approve Agenda Item 8.g. Trustee Herrero so moved, and Board Chair Wasowicz seconded.

There was no discussion.

Committee Vice Chair Pritchard asked Ms. McCartney to conduct a roll call vote.

Trustee Rita Athas: Yes

Trustee John Butler: Yes

Trustee Montel Gayles: Yes

Trustee Veronica Herrero: Yes

Committee Vice Chair Bob Pritchard: Yes

Trustee Jacob Sommer: Yes

Committee Chair Dennis Barsema: Yes

Board Chair Eric Wasowicz: Yes

The motion was approved.

## **UNIVERSITY REPORTS**

Committee Vice Chair Pritchard asked VPCFO Chinniah to present the University Reports.

VPCFO Chinniah stated there are four University Reports. Write ups had been provided in the materials so there would be no formal presentation, but she would gladly answer any questions.

**Information Item 9.a. – Quarterly Summary Report of Transactions in Excess of \$100,000 for the Period April 1, 2021 to June 30, 2021**

**Information Item 9.b. – Fiscal Year 2021 Report Tuition and Fee Waivers**

**Information Item 9.c. – Annual Summary Report of Obligation of Financial Resources Year ended June 30, 2021**

**Information Item 9.d. – Fiscal Year 2021 Annual Report of Cash and Investments for Year Ended June 30, 2021**

Trustee Gayles requested a Board report for BEP spend connected with the transaction reports. VPCFO Chinniah agreed to research reporting options going forward. Additional conversation occurred around the Tuition and Fee Waiver Report, and Committee Chair Barsema requested year-over-year comparisons going forward. Committee Vice Chair Pritchard opened conversation about the Report on Investments. Associate Vice President Shyree Sanan and VPCFO Chinniah provided information about strategic selection and use of banking partners, competitive interest rates and rates of return, and use of NIU's Internal Investment Committee to monitor performance and market conditions.

## **OTHER MATTERS**

There were no other matters.

## **NEXT MEETING DATE**

The next meeting of the Finance, Audit, Compliance, Facilities and Operations Committee will be November 18, 2021.

## **ADJOURNMENT**

Committee Vice Chair Pritchard asked for a motion to adjourn. Committee Chair Barsema so moved, and Trustee Herrero seconded.

Committee Vice Chair Pritchard asked Ms. McCartney to conduct a roll call vote.

Trustee Rita Athas: Yes

Trustee John Butler: Yes

Trustee Montel Gayles: Yes

Trustee Veronica Herrero: Yes

Committee Vice Chair Bob Pritchard: Yes

Trustee Jacob Sommer: Yes

Committee Chair Dennis Barsema: Yes

Board Chair Eric Wasowicz: Yes

The motion was approved.

The meeting adjourned at 12:57 p.m.

Respectfully submitted,

Sandy McCartney  
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*