

AGENDA

MEETING OF THE BOARD OF TRUSTEES
OF
SOUTHERN ILLINOIS UNIVERSITY

Thursday, February 6, 2025
Approximately 10:00 a.m.

Legacy Room, Room #2038
Morris University Center (2nd Floor)
Southern Illinois University Edwardsville
Edwardsville, Illinois

live stream video at siousystem.edu via Youtube

Call to Order by Chair

Roll Call

Annual Election of Officers, Executive Committee, and Board Representatives, and
Annual Appointments by the Chair

Meeting of the Board of Trustees (Regular Session) recesses for Board Committee
Meetings

Meeting of the Board of Trustees (Regular Session) resumes

Approval of Minutes of the Meetings Held December 4 and 5, 2024

BOARD OF TRUSTEES ACTIVITIES

- A. Trustee Reports
- B. Committee Reports

(1) Executive Committee

PUBLIC COMMENTS AND QUESTIONS

EXECUTIVE OFFICER REPORTS

- C. Chancellor, Southern Illinois University Edwardsville
- D. Chancellor, Southern Illinois University Carbondale
- (1) Dean and Provost, Southern Illinois University School of Medicine
- E. President, Southern Illinois University

RECEIPT OF INFORMATION AND NOTICE ITEMS

- F. Report of Purchase Orders and Contracts, October, November, and December, 2024, SIUC
- G. Report of Purchase Orders and Contracts, October, November, and December, 2024, SIUE

RATIFICATION OF PERSONNEL MATTERS

- H. Changes in Faculty-Administrative Payroll - SIUC
- I. Changes in Faculty-Administrative Payroll – SIUE

ITEMS RECOMMENDED FOR APPROVAL BY THE PRESIDENT

- J. Proposed Revisions to 2 Policies of the Board; 7 Policies of the Board; and Article III Bylaws of the Board
- K. Approval: Removal of Cougar Village Tract #44 From Revenue Bond System, Edwardsville Campus, SIUE
- L. Approval of Salary and Appointment: Vice Chancellor for Student Affairs, SIUE
- M. Approval of Purchase: International Marketing and Student Recruitment Southern Illinois University, Carbondale
- N. Approval of Purchase: Teaching Clinic Building Lease, School of Medicine, SIUC
- O. Approval to Acquire Real Estate: 716 North Walnut, 718 North Walnut and 1034 North Franklin Street Springfield, Illinois, School of Medicine, SIUC
- P. Approval to Acquire Real Estate: 201 Madison Street and 520 North 4th Street Springfield, School of Medicine, SIUC
- Q. Planning Approval: Cougar Village Apartments Construction, Edwardsville Campus, SIUE
- R. Revised Project and Budget and Award of Contract: Fire Alarm System Replacement, Schneider Hall, Carbondale Campus, SIUC

Adjournment

Southern Illinois University
Board of Trustees
February 6, 2025

SUMMARY REPORT OF PURCHASE ORDERS AND CONTRACTS
AWARDED DURING THE MONTH OF OCTOBER 2024
SOUTHERN ILLINOIS UNIVERSITY CARBONDALE

Section	Quantity	Amount
Less than the state required bid limit	54	\$1,835,026.87
State required bid limit to \$999,999.99	4	\$636,366.39
\$1,000,000.00 and over	3	\$10,500,000.00
Total	61	\$12,971,393.26

SOUTHERN ILLINOIS UNIVERSITY CARBONDALE
DETAILED REPORT OF PURCHASE ORDERS AND CONTRACTS OF
LESS THAN STATE REQUIRED BID LIMIT
AWARDED DURING THE MONTH OF OCTOBER 2024

<u>Transactions Under State Required Bid Limit</u>	<u>Quantity</u>	<u>Amount</u>
	54	\$1,835,026.87

SOUTHERN ILLINOIS UNIVERSITY CARBONDALE
DETAILED REPORT OF PURCHASE ORDERS AND CONTRACTS OF
STATE REQUIRED BID LIMIT TO \$999,999
AWARDED DURING THE MONTH OF OCTOBER 2024

<u>Purchase Orders and Contracts of State Required Bid Limit to \$999,999:</u> <i>State Appropriated and Income Funds for General Educational Operations</i>			
<u>No.</u>	<u>Vendor</u>	<u>Description</u>	<u>Amount</u>
152310	Thomson Reuters Enterprise Centre GMBH dba Thomson Reuters – West Saint Paul, MN 55123-1340	Purchase of library materials for the School of Law Library in the following formats: books, microforms, electronic and audiovisual media for the period of July 1, 2024, through June 30, 2025. <i>Exempt T2720850003E</i>	\$115,000.00
152237	Elsevier Incorporated 3251 Riverport LN Maryland Heights, MO 63043-4823	Purchase of Elsevier 360 for online student access to required eBooks, learning platforms, and assessments for nursing students for the period of August 2024, through May 2027. <i>Exempt per 30ILCS 500/1-13(b) 5</i>	\$115,246.39

Purchase Orders and Contracts of State Required Bid Limit to \$999,999:			
<i>Restricted Funds for General Educational Operations</i>			
<u>No.</u>	<u>Vendor</u>	<u>Description</u>	<u>Amount</u>
152130	Jackson County Mass Transit District Carbondale, IL 62901-3309	Transportation services for Head Start children for the following locations: Carbondale, Murphysboro, Marion, and John A. Logan for the period of August 26, 2024, through May 14, 2025. <i>Exempt per 30ILCS 500/1- 10(b) 1</i>	\$130,000.00

Purchase Orders and Contracts of State Required Bid Limit to \$999,999:			
<i>Restricted Funds for General Education Operations Continued</i>			
<u>No.</u>	<u>Vendor</u>	<u>Description</u>	<u>Amount</u>
152395	Marucco Stoddard Ferenbach & Walsh Incorporated dba MSF&W Consulting Incorporated Springfield, IL 62704-6521	Technical assistance for the Illinois Works FY25 grant for the period of September 1, 2024, through June 30, 2025. <i>RFP L040115-1</i>	\$276,120.00

SOUTHERN ILLINOIS UNIVERSITY CARBONDALE
DETAILED REPORT OF PURCHASE ORDERS AND CONTRACTS OF
\$1,000,000 AND OVER
AWARDED DURING THE MONTH OF OCTOBER 2024

<u>Purchase Orders and Contracts of \$1,000,000 and Over:</u>			
<i>Service Department Funds</i>			
<u>No.</u>	<u>Vendor</u>	<u>Description</u>	<u>Amount</u>
152005	Rollet Brothers Trucking Company Incorporated Perryville, MO 63775-0031	Provide all labor, trucks, and fuel to haul approximately five hundred loads of limestone to the Steam Plant for the period of July 1, 2024, through June 30, 2025. Year 1 or 5. (\$300,000.00)	\$1,500,000.00
		IFB A071024	

Purchase Orders and Contracts of \$1,000,000 and Over:			
<i>Multi Account Distributions</i>			
<u>No.</u>	<u>Vendor</u>	<u>Description</u>	<u>Amount</u>
151881	Jackson County Mass Transit District Carbondale, IL 62901-3309	<p>Mass transit, paratransit, and night safety transit services for the period of September 1, 2024, through August 31, 2025. Year 1 of 5</p> <p><i>Auxiliary Enterprise Funds</i> \$665,000.00</p> <p><i>State Appropriated and Income Funds for General Educational Operations</i> \$70,000.00</p> <p><i>Non-Appropriated Funds for General Educational Operations</i> \$65,000.00</p> <p><i>Exempt per 30ILCS 500/1-10(b) 1</i></p>	\$4,000,000.00

Purchase Orders and Contracts of \$1,000,000 and Over:			
<i>State Appropriated and Income Funds for General Educational Operations</i>			
<u>No.</u>	<u>Vendor</u>	<u>Description</u>	<u>Amount</u>
152307	Risepoint LLC Dallas, TX 75201-7490	<p>The development, deployment, and maintenance of managed online programs for the period of August 19, 2024, through June 30, 2025, Year 1 of a 7 year contract with an option to renew for an additional 3 years. (\$500,000.00)</p> <p><i>Exempt 30ILCS 500/1-13(b) 2</i></p>	\$5,000,000.00

SUMMARY REPORT OF PURCHASE ORDERS AND CONTRACTS
AWARDED DURING THE MONTH OF NOVEMBER 2024
SOUTHERN ILLINOIS UNIVERSITY CARBONDALE

Section	Quantity	Amount
Less than the state required bid limit	43	\$1,834,058.86
State required bid limit to \$999,999.99	7	\$1,344,929.23
\$1,000,000.00 and over	2	\$3,500,000.00
Total	52	\$6,678,988.09

SOUTHERN ILLINOIS UNIVERSITY CARBONDALE
DETAILED REPORT OF PURCHASE ORDERS AND CONTRACTS OF
LESS THAN STATE REQUIRED BID LIMIT
AWARDED DURING THE MONTH OF NOVEMBER 2024

<u>Transactions Under State Required Bid Limit</u>	<u>Quantity</u>	<u>Amount</u>
	43	\$1,834,058.86

SOUTHERN ILLINOIS UNIVERSITY CARBONDALE
DETAILED REPORT OF PURCHASE ORDERS AND CONTRACTS OF
STATE REQUIRED BID LIMIT TO \$999,999
AWARDED DURING THE MONTH OF NOVEMBER 2024

<u>Purchase Orders and Contracts of State Required Bid Limit to \$999,999:</u> <i>Multi-Account Distributions</i>			
<u>No.</u>	<u>Vendor</u>	<u>Description</u>	<u>Amount</u>
152567	Presidio Holdings Incorporated DBA Presidio Networked Solutions Group LLC Chicago, IL 60606-3484	Dell hardware purchases to refresh end-of-life server and storage hardware in the secondary data centers and expand storage capacity in the primary data center. <i>Non-Appropriated Funds for General Education</i> \$70,000.00 <i>Service Department Funds</i> \$39,917.03 <i>IPHEC 2207</i>	\$109,917.03

<u>Purchase Orders and Contracts of State Required Bid Limit to \$999,999:</u> <i>Non-Appropriated Funds for General Educational Operations</i>			
<u>No.</u>	<u>Vendor</u>	<u>Description</u>	<u>Amount</u>
152485	ACC Aviation Incorporated Fort Lauderdale, FL 33301-4437	Chartered flights for women's basketball for the 2024/2025 season to Valparaiso, Missouri State, and Des Moines, IA. <i>Exempt per 30ILCS 500/1- 13(b) 4</i>	\$124,740.00

<u>Purchase Orders and Contracts of State Required Bid Limit to \$999,999:</u> <i>Restricted Funds for General Education Operations</i>			
<u>No.</u>	<u>Vendor</u>	<u>Description</u>	<u>Amount</u>
152484	Oasis Outdoors LLC DBA Oasis Powersports Marion, IL 62959-4897	Twenty-four new three wheeled motorcycles for the SIUC Motorcycle Rider Program. <i>IFB S091624</i>	\$244,992.72

<u>Purchase Orders and Contracts of State Required Bid Limit to \$999,999:</u> <i>Plant Funds – Non-Appropriated</i>			
<u>No.</u>	<u>Vendor</u>	<u>Description</u>	<u>Amount</u>
152510	Axon Enterprises Incorporated Scottsdale, AZ 85255-6311	Tasers, training, and certification for the SIUC Department of Public Safety. Year 1 of 5. (\$32,673.80) <i>IPHEC 2408GAL</i>	\$163,369.00

Purchase Orders and Contracts of State Required Bid Limit to \$999,999:			
<i>Auxiliary Enterprise Funds</i>			
<u>No.</u>	<u>Vendor</u>	<u>Description</u>	<u>Amount</u>
152412	Republic Services Incorporated Marion, IL 62959-4871	Provide waste disposal services for University Housing Residence and Dining Halls for the period of July 1, 2024, through June 30, 2025. <i>IFB A040424</i>	\$270,000.00

Purchase Orders and Contracts of State Required Bid Limit to \$999,999:			
<i>Service Department Funds</i>			
<u>No.</u>	<u>Vendor</u>	<u>Description</u>	<u>Amount</u>
152552	SHI International Corporation Somerset, NJ 08873-4145	Microsoft windows azure subscription to be billed monthly based upon actual usage/consumption of cloud-based services for the period of March 1, 2025, through June 30, 2025. Year one of two. (\$65,000.00) <i>IPHEC RM071017</i>	\$195,000.00
152513	Deere & Company DBA Deere & Company Strategic Accounts Business Division & Government Sales Cary, NC 27513-2789	Six new John Deere 1575 Terrain Cut Commercial Mowers with 72" 7-iron side discharge mower decks. <i>IPHEC 2210GAL</i>	\$236,910.48

SOUTHERN ILLINOIS UNIVERSITY CARBONDALE
DETAILED REPORT OF PURCHASE ORDERS AND CONTRACTS OF
\$1,000,000 AND OVER
AWARDED DURING THE MONTH OF NOVEMBER 2024

<u>Purchase Orders and Contracts of \$1,000,000 and Over:</u>			
<i>Service Department Funds</i>			
<u>No.</u>	<u>Vendor</u>	<u>Description</u>	<u>Amount</u>
152250	Ameren Illinois Company Collinsville, IL 62234-6148	Purchase of campus-wide electricity to cover the period between the termination of MidAmerica Energy and the establishment of a new electrical supplier. <i>BOT Board Legislation – Policies (5), (C), (e)(b)</i>	\$1,000,000.00
152000	Mississippi Lime Company DBA MLC Saint Louis, MO 63127-1398	Purchase of limestone to use at the Power Plant for the period of July 1, 2024, through June 30, 2029. Approximately 12,000 tons. 2,400 tons per year. Year 1 of 5. (\$500,000.00) <i>IFB A072524</i>	\$2,500,000.00

SUMMARY REPORT OF PURCHASE ORDERS AND CONTRACTS
AWARDED DURING THE MONTH OF DECEMBER 2024
SOUTHERN ILLINOIS UNIVERSITY CARBONDALE

Section	Quantity	Amount
Less than the state required bid limit	53	\$1,706,764.47
State required bid limit to \$999,999.99	9	\$1,485,053.00
\$1,000,000.00 and over	0	\$0.00
Total	59	3,191,817.47

SOUTHERN ILLINOIS UNIVERSITY CARBONDALE
DETAILED REPORT OF PURCHASE ORDERS AND CONTRACTS OF
LESS THAN STATE REQUIRED BID LIMIT
AWARDED DURING THE MONTH OF DECEMBER 2024

<u>Transactions Under State Required Bid Limit</u>	<u>Quantity</u>	<u>Amount</u>
	53	\$1,706,764.47

SOUTHERN ILLINOIS UNIVERSITY CARBONDALE
DETAILED REPORT OF PURCHASE ORDERS AND CONTRACTS OF
STATE REQUIRED BID LIMIT TO \$999,999
AWARDED DURING THE MONTH OF DECEMBER 2024

<u>Purchase Orders and Contracts of State Required Bid Limit to \$999,999:</u> <i>Restricted Funds for General Educational Operations</i>			
<u>No.</u>	<u>Vendor</u>	<u>Description</u>	<u>Amount</u>
152458	Angela Elaine Hargrave Anna, IL 62906-1606	Providing subject matter expert services in special education as field staff serving one or more schools. Providing on-site support for functional behavior assessments and behavior intervention plans for the period through June 30, 2025. <i>Exempt per 30ILCS 500/1-13(b) 8</i>	\$125,000.00

Purchase Orders and Contracts of State Required Bid Limit to \$999,999: <i>Restricted Funds for General Educational Operations</i>			
<u>No.</u>	<u>Vendor</u>	<u>Description</u>	<u>Amount</u>
152461	Paula M. Stewart Jacksonville, IL 62650-3130	Providing subject matter expert services in special education as field staff serving one or more schools. Providing on-site support for functional behavior assessments and behavior intervention plans for the period through June 30, 2025. <i>Exempt per 30ILCS 500/1-13(b) 8</i>	\$125,000.00

Purchase Orders and Contracts of State Required Bid Limit to \$999,999:
Restricted Funds for General Educational Operations Continued

<u>No.</u>	<u>Vendor</u>	<u>Description</u>	<u>Amount</u>
152462	Aaren D. Rutan Assumption, IL 62510-1161	Providing subject matter expert services in special education as field staff serving one or more schools. Providing on-site support for functional behavior assessments and behavior intervention plans for the period through June 30, 2025. <i>Exempt per 30ILCS 500/1-13(b) 8</i>	\$125,000.00

<u>Purchase Orders and Contracts of State Required Bid Limit to \$999,999:</u> <i>Restricted Funds for General Educational Operations</i>			
<u>No.</u>	<u>Vendor</u>	<u>Description</u>	<u>Amount</u>
152469	Kimberly S. Nelson Jacksonville, IL 62650-2773	Providing subject matter expert services in special education as field staff serving one or more schools. Providing on-site support for functional behavior assessments and behavior intervention plans for the period through June 30, 2025. <i>Exempt per 30ILCS 500/1-13(b) 8</i>	\$125,000.00

<u>Purchase Orders and Contracts of State Required Bid Limit to \$999,999:</u> <i>Restricted Funds for General Educational Operations Continued</i>			
<u>No.</u>	<u>Vendor</u>	<u>Description</u>	<u>Amount</u>
152470	Joseph Alan Thoma Terre Haute, IN 47803-2443	Providing subject matter expert services in special education as field staff serving one or more schools. Providing on-site support for functional behavior assessments and behavior intervention plans for the period through June 30, 2025. <i>Exempt per 30ILCS 500/1-13(b) 8</i>	\$125,000.00

<u>Purchase Orders and Contracts of State Required Bid Limit to \$999,999:</u> <i>Restricted Funds for General Educational Operations</i>			
<u>No.</u>	<u>Vendor</u>	<u>Description</u>	<u>Amount</u>
152600	Marucco Stoddard Ferenbach & Walsh Incorporated dba MSF&W Consulting Incorporated Springfield, MO 62704-6521	Technical assistance for the IL WorkNet Rapid Response – Task 1 which consists of modernization of technology and data systems for the period of January 1, 2025, through June 30, 2025. <i>RFP L040115-1</i>	\$239,730.00

<u>Purchase Orders and Contracts of State Required Bid Limit to \$999,999:</u> <i>Restricted Funds for General Educational Operations</i>			
<u>No.</u>	<u>Vendor</u>	<u>Description</u>	<u>Amount</u>
152708	Public Strategies Incorporated dba NextThought Oklahoma City, OK 73104-1821	Assistance with webcast and media for special education behavior assessment and training grant project for the period of July 1, 2024, through June 30, 2025. <i>Exempt per 30ILCS 500/1-13(b) 8</i>	\$249,000.00
<u>Purchase Orders and Contracts of State Required Bid Limit to \$999,999:</u> <i>Service Department Funds – Office of the President</i>			
<u>No.</u>	<u>Vendor</u>	<u>Description</u>	<u>Amount</u>
152661	AGB Search, LLC Washington DC 20006-1200	Executive search firm services for the University in support of its search for Vice President of Finance and Administration Affairs, Executive Director of Audits, service and support fees, and out of pocket expenses for the period of December 9, 2024, through June 30, 2025. <i>IPHEC 2102</i>	\$127,000.00
<u>Purchase Orders and Contracts of State Required Bid Limit to \$999,999:</u> <i>Non-Appropriated Funds for General Education</i>			
<u>No.</u>	<u>Vendor</u>	<u>Description</u>	<u>Amount</u>
152681	Newman Aviation Services Incorporation Tiffin, OH 44883-7710	Three IO-360-L2A Lycoming engines to keep in inventory for the School of Aviation. <i>Exempt per 30ILCS 500/1-13(b) 2</i>	\$244,323.00

SUMMARY REPORT OF PURCHASE ORDERS AND CONTRACTS
AWARDED DURING THE MONTH OF OCTOBER 2024
SOUTHERN ILLINOIS UNIVERSITY SCHOOL OF MEDICINE

Section	Quantity	Amount
Less than the State Required Bid Limit	60	\$951,146.70
State Required Bid Limit to \$999,999.99	2	\$460,957.60
\$1,000,000.00 and Over	0	\$0.00
Total	62	\$1,412,104.30

SOUTHERN ILLINOIS UNIVERSITY SCHOOL OF MEDICINE
DETAILED REPORT OF PURCHASE ORDERS AND CONTRACTS OF
LESS THAN STATE REQUIRED BID LIMIT
AWARDED DURING THE MONTH OCTOBER 2024

<u>Transactions Under State Required Bid Limit</u>	<u>Quantity</u>	<u>Amount</u>
	60	\$951,146.70

SOUTHERN ILLINOIS UNIVERSITY SCHOOL OF MEDICINE
DETAILED REPORT OF PURCHASE ORDERS AND CONTRACTS OF
STATE REQUIRED BID LIMIT TO \$999,999
AWARDED DURING THE MONTH OF OCTOBER 2024

<u>Purchase Orders and Contracts of State Required Bid Limit to \$999,999:</u> <i>Non-appropriated Funds General Educational Operations</i>			
<u>No.</u>	<u>Vendor</u>	<u>Description</u>	<u>Amount</u>
152274	Orthopedic Center of Illinois Springfield, IL	University contract for orthopedic residency training program for the Department of Surgery, Springfield, for the period of October 2, 2024 through October 1, 2025.	\$165,375.00
152341	Memorial Medical Center Springfield, IL	University contract for 3 Fellows and 2 Residents for the Department of Psychiatry, Springfield, for the period of October 1, 2024 through June 30, 2025.	\$295,582.60

SUMMARY REPORT OF PURCHASE ORDERS AND CONTRACTS
AWARDED DURING THE MONTH OF NOVEMBER 2024
SOUTHERN ILLINOIS UNIVERSITY SCHOOL OF MEDICINE

Section	Quantity	Amount
Less than the State Required Bid Limit	34	\$664,055.89
State Required Bid Limit to \$999,999.99	7	\$1,515,416.97
\$1,000,000.00 and Over	0	\$0.00
Total	41	\$2,179,472.86

SOUTHERN ILLINOIS UNIVERSITY SCHOOL OF MEDICINE
DETAILED REPORT OF PURCHASE ORDERS AND CONTRACTS OF
LESS THAN STATE REQUIRED BID LIMIT
AWARDED DURING THE MONTH NOVEMBER 2024

<u>Transactions Under State Required Bid Limit</u>	<u>Quantity</u>	<u>Amount</u>
	34	\$664,055.89

SOUTHERN ILLINOIS UNIVERSITY SCHOOL OF MEDICINE
DETAILED REPORT OF PURCHASE ORDERS AND CONTRACTS OF
STATE REQUIRED BID LIMIT TO \$999,999
AWARDED DURING THE MONTH OF NOVEMBER 2024

<u>Purchase Orders and Contracts of State Required Bid Limit to \$999,999:</u> <i>Non-appropriated Funds General Educational Operations</i>			
<u>No.</u>	<u>Vendor</u>	<u>Description</u>	<u>Amount</u>
152466	Sanofi Pasteur Incorporated Chicago, IL	Pharmaceutical supplies for Family and Community Medicine Clinic, Springfield, for the period of October 1, 2024 through June 30, 2025.	\$115,000.00
152467	SmithKline Beecham Pharmaceuticals Atlanta, GA	Pharmaceutical supplies for Family and Community Medicine Clinic, Springfield, for the period of November 1, 2024 through June 30, 2025.	\$210,000.00
152548	Clearwater Compliance Holding Company LLC Nashville, TN	3-year OCR-Quality risk analysis and risk response plan program, cybersecurity program assessment and Clearwater's IRM Pro software subscription for Information Resources, Springfield, for the period of November 25, 2024 through November 24, 2025.	\$116,666.67

152557	Primecare 340B LLC Argyle, TX	GCA340B will provide support for the 340B program to include 340B consulting advice for Family and Community Medicine, Springfield, for the period of November 21, 2024 through May 20, 2026.	\$192,000.00
152560	SHI International Corporation Somerset, NJ	AI service desk- Conversational AI & conversational automation subscription for Information Technology, Springfield, for the period of February 1, 2025 through June 30, 2026.	\$136,000.00
152527	Vista Staffing Solutions Cottonwood Heights, UT	Locum Tenens coverage for Internal Medicine, Springfield, for the period of December 1, 2024 through November 30, 2025.	\$510,000.00
152480	Ebsco Industries Incorporated Birmingham, AL	Periodical subscriptions for the Medical Library, Springfield, for the period of January 1, 2025 through December 31, 2025.	\$235,750.30

SUMMARY REPORT OF PURCHASE ORDERS AND CONTRACTS
AWARDED DURING THE MONTH OF DECEMBER 2024
SOUTHERN ILLINOIS UNIVERSITY SCHOOL OF MEDICINE

Section	Quantity	Amount
Less than the State Required Bid Limit	36	\$422,998.40
State Required Bid Limit to \$999,999.99	2	\$400,000.00
\$1,000,000.00 and Over	0	\$0.00
Total	38	\$822,998.40

SOUTHERN ILLINOIS UNIVERSITY SCHOOL OF MEDICINE
DETAILED REPORT OF PURCHASE ORDERS AND CONTRACTS OF
LESS THAN STATE REQUIRED BID LIMIT
AWARDED DURING THE MONTH DECEMBER 2024

<u>Transactions Under State Required Bid Limit</u>	<u>Quantity</u>	<u>Amount</u>
	36	\$422,998.40

SOUTHERN ILLINOIS UNIVERSITY SCHOOL OF MEDICINE
DETAILED REPORT OF PURCHASE ORDERS AND CONTRACTS OF
STATE REQUIRED BID LIMIT TO \$999,999
AWARDED DURING THE MONTH OF DECEMBER 2024

<u>Purchase Orders and Contracts of State Required Bid Limit to \$999,999:</u> <i>Non-appropriated Funds General Educational Operations</i>			
<u>No.</u>	<u>Vendor</u>	<u>Description</u>	<u>Amount</u>
152580	Afton Partners LLC Evanston, IL	Strategic Plan to assist the Behavioral Health Workforce Center for Psychiatry, Springfield, for the period of December 2, 2024 through December 1, 2025.	\$100,000.00
152701	Central Illinois Kidney & Dialysis Association Springfield, IL	Academic services to provide learning experiences for medical students and residents for Internal Medicine, Springfield, for the period of December 19, 2024 through June 30, 2025.	\$300,000.00

Southern Illinois University
Board of Trustees
February 6, 2025

SUMMARY REPORT OF PURCHASE ORDERS AND CONTRACTS
AWARDED DURING THE MONTH OF OCTOBER 2024
SOUTHERN ILLINOIS UNIVERSITY EDWARDSVILLE

Section	Quantity	Amount
Less than the State Required Bid Limit	3,125	\$2,423,805.87
State Required Bid Limit to \$999,999.99	5	\$1,274,744.50
\$1,000,000.00 and Over	1	\$2,375,000.00
Total	3,131	\$6,073,550.37

SOUTHERN ILLINOIS UNIVERSITY EDWARDSVILLE
DETAILED REPORT OF PURCHASE ORDERS AND CONTRACTS OF
LESS THAN STATE REQUIRED BID LIMIT
AWARDED DURING THE MONTH OF OCTOBER 2024

<u>Transactions Under State Required Bid Limit</u>	<u>Quantity</u>	<u>Amount</u>
	3,125	\$2,423,805.87

SOUTHERN ILLINOIS UNIVERSITY EDWARDSVILLE
DETAILED REPORT OF PURCHASE ORDERS AND CONTRACTS OF
STATE REQUIRED BID LIMIT TO \$999,999
AWARDED DURING THE MONTH OF OCTOBER 2024

<u>Purchase Orders and Contracts of State Required Bid Limit to \$999,999:</u>			
<i>Non-Appropriated Funds for General Educational Purposes</i>			
<u>No.</u>	<u>Vendor</u>	<u>Description</u>	<u>Amount</u>
152329	Bien-Air USA Incorporated Irvine, California	Electric Handpieces and Student Kits for the School of Dental Medicine.	\$413,565.00
152334	Ohio Valley Conference Brentwood, Tennessee	FY25 Officials' Payments for Men's & Women's Basketball 2024-2025 Season.	\$119,632.50
152388	Forty Nine Degrees LLC Coldwater, Ohio	Fabrication, design, and installation of new branding and graphics for SIUE Athletics in the Vadalabene Center.	\$180,260.00

Purchase Orders and Contracts of State Required Bid Limit to \$999,999:			
<i>Restricted Funds for General Educational Purposes</i>			
<u>No.</u>	<u>Vendor</u>	<u>Description</u>	<u>Amount</u>
152276	Evaluand LLC Reston, Virginia	External evaluation of NIH Grant, "Disrupting Systemic Inequities in Health Career Preparation: Increasing Student Social Capital to Diversify Health Professions," for SIUE STEM Center. 07/01/2024 – 06/30/2025	\$100,000.00

Purchase Orders and Contracts of State Required Bid Limit to \$999,999:			
<i>Multi-Account Distribution</i>			
<u>No.</u>	<u>Vendor</u>	<u>Description</u>	<u>Amount</u>
152380	Ellucian Company LLC Reston, Virginia	FY25 Ellucian Banner Software Maintenance Renewal & Banner e-Learning Module. 07/01/2024 – 06/30/2025	\$461,287.00

SOUTHERN ILLINOIS UNIVERSITY EDWARDSVILLE
DETAILED REPORT OF PURCHASE ORDERS AND CONTRACTS OF
\$1,000,000 AND OVER
AWARDED DURING THE MONTH OF OCTOBER 2024

<u>Purchase Orders and Contracts of \$1,000,000 and Over:</u> <i>Multi-Account Distribution</i>			
<u>No.</u>	<u>Vendor</u>	<u>Description</u>	<u>Amount</u>
152372	Burns and Associates Management LLC Saint Louis, Missouri	Traditional and digital advertising for SIUE Office of Online Services and Educational Outreach; and Advertising for SIUE Awareness and promotion of Undergraduate and Graduate Programs. Awarded by Board of Trustees on 07/11/2024. 07/01/2024 – 06/30/2025	\$2,375,000.00

SUMMARY REPORT OF PURCHASE ORDERS AND CONTRACTS
AWARDED DURING THE MONTH OF NOVEMBER 2024
SOUTHERN ILLINOIS UNIVERSITY EDWARDSVILLE

Section	Quantity	Amount
Less than the State Required Bid Limit	2,230	\$2,449,207.97
State Required Bid Limit to \$999,999.99	8	\$1,774,651.90
\$1,000,000.00 and Over	0	\$0.00
Total	2,238	\$4,223,859.87

SOUTHERN ILLINOIS UNIVERSITY EDWARDSVILLE
DETAILED REPORT OF PURCHASE ORDERS AND CONTRACTS OF
LESS THAN STATE REQUIRED BID LIMIT
AWARDED DURING THE MONTH OF NOVEMBER 2024

<u>Transactions Under State Required Bid Limit</u>	<u>Quantity</u>	<u>Amount</u>
	2,230	\$2,449,207.97

SOUTHERN ILLINOIS UNIVERSITY EDWARDSVILLE
DETAILED REPORT OF PURCHASE ORDERS AND CONTRACTS OF
STATE REQUIRED BID LIMIT TO \$999,999
AWARDED DURING THE MONTH OF NOVEMBER 2024

<u>Purchase Orders and Contracts of State Required Bid Limit to \$999,999:</u>			
<i>Service Cash</i>			
<u>No.</u>	<u>Vendor</u>	<u>Description</u>	<u>Amount</u>
152426	Baer Heating and Cooling Incorporated Trenton, Illinois	Labor, materials, and equipment to replace existing air handling units in the Morris University Center.	\$314,000.00
152465	Kane Mechanical Group LLC East Alton, Illinois	Labor, materials, and equipment to upgrade waterclaves in the ESL Dental Clinic.	\$139,513.00
152471	Juneau Associates Incorporated PC Edwardsville, Illinois	Civil and structural engineering, planning and design services, and construction testing consulting services (on an as-needed basis) for various SIUE projects. 10/17/2024 – 06/30/2025	\$245,000.00

152474	Kaskaskia Engineering Group LLC Belleville, Illinois	Civil and structural engineering, planning and design services and construction testing consulting services (on an as-needed basis) for various SIUE projects. 10/17/2024 – 06/30/2025	\$245,000.00
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<u>Purchase Orders and Contracts of State Required Bid Limit to \$999,999:</u>			
<i>Service Cash</i>			
<u>No.</u>	<u>Vendor</u>	<u>Description</u>	<u>Amount</u>
152475	David Mason & Associates Incorporated Saint Louis, Missouri	Civil and structural engineering, planning and design services, and construction testing consultant services (on an as needed basis) for various SIUE projects. 10/17/2024 – 06/30/2025	\$245,000.00
152476	Oates Associates Incorporated Collinsville, Illinois	Civil and structural engineering, planning and design services, and construction testing consultant services (on an as needed basis) for various SIUE projects. 10/17/2024 – 06/30/2025	\$245,000.00
152518	CDW Government LLC Vernon Hills, Illinois	Crowdstrike Software License (Year 1 of 3-year agreement). 09/09/2024 – 09/08/2025	\$135,138.90

<u>Purchase Orders and Contracts of State Required Bid Limit to \$999,999:</u>			
<i>Auxiliary Funds</i>			
<u>No.</u>	<u>Vendor</u>	<u>Description</u>	<u>Amount</u>
152555	Top Job Cleaning Service LLC Manchester, Missouri	Full and partial cleaning service for Cougar Village Apartments. 01/01/2025 – 12/31/2025	\$206,000.00

SUMMARY REPORT OF PURCHASE ORDERS AND CONTRACTS
AWARDED DURING THE MONTH OF DECEMBER 2024
SOUTHERN ILLINOIS UNIVERSITY EDWARDSVILLE

Section	Quantity	Amount
Less than the State Required Bid Limit	1,972	\$2,182,173.15
State Required Bid Limit to \$999,999.99	5	\$1,318,294.61
\$1,000,000.00 and Over	0	\$0.00
Total	1,977	\$3,500,467.76

SOUTHERN ILLINOIS UNIVERSITY EDWARDSVILLE
DETAILED REPORT OF PURCHASE ORDERS AND CONTRACTS OF
LESS THAN STATE REQUIRED BID LIMIT
AWARDED DURING THE MONTH OF DECEMBER 2024

<u>Transactions Under State Required Bid Limit</u>	<u>Quantity</u>	<u>Amount</u>
	1,972	\$2,182,173.15

SOUTHERN ILLINOIS UNIVERSITY EDWARDSVILLE
DETAILED REPORT OF PURCHASE ORDERS AND CONTRACTS OF
STATE REQUIRED BID LIMIT TO \$999,999
AWARDED DURING THE MONTH OF DECEMBER 2024

<u>Purchase Orders and Contracts of State Required Bid Limit to \$999,999:</u> <i>State Appropriated and Income Funds for General Educational Operations</i>			
<u>No.</u>	<u>Vendor</u>	<u>Description</u>	<u>Amount</u>
152579	SirenGPS Incorporated Saint Louis, Missouri	Install and maintain a School Emergency Notification Study Software Implementation for 5- 6 Illinois public schools (K-12). 12/01/2024 – 05/31/2025	\$422,880.00
152626	Elsevier BV Amsterdam, Netherlands	Online search interface, Science Direct online, Complete Freedom Collection access, Digital Commons Expert Gallery Suite, etc. 01/01/2025 - 12/30/2025	\$285,306.58

<u>Purchase Orders and Contracts of State Required Bid Limit to \$999,999:</u> <i>Service Cash</i>			
<u>No.</u>	<u>Vendor</u>	<u>Description</u>	<u>Amount</u>
152624	Shen Milsom & Wilke LLC Chicago, Illinois	FF&E design and equipment procurement and installation management consultant for the Health Sciences Building. 12/06/2024 – 12/31/2025	\$229,108.00

152673	Camp Electric & Engineering Services PC Alton, Illinois	Emergency electrical work relating to the SDM Alton flood, Bldg. 8263. 03/18/2024 – 08/02/2024	\$200,000.03
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Purchase Orders and Contracts of State Required Bid Limit to \$999,999:			
<i>Auxiliary Funds</i>			
<u>No.</u>	<u>Vendor</u>	<u>Description</u>	<u>Amount</u>
152630	B&B Janitorial Service Springfield, Illinois	Full and partial clean service for Bluff Hall, Prairie Hall, Woodland Hall and Evergreen Hall. 01/01/2025 – 12/31/2025	\$181,000.00

Southern Illinois University
Board of Trustees
February 6, 2025

CHANGES IN FACULTY-ADMINISTRATIVE PAYROLL – SIUC

The following changes in faculty-administrative payroll are submitted to the Board of Trustees for ratification in accordance with the Board Policy on Personnel Approval (2 Policies of the Board B). Additional detailed information is available from the Office of the Chancellor. Where appropriate, salary is reported on a monthly basis and on either an academic year (AY) or fiscal year (FY) basis.

- A. Initial Appointments of Faculty to Tenured and Tenure Track and Initial Appointments and Promotions of Professional Staff (If the person previously had a University appointment, it is so noted. Otherwise, the person is a new University employee.)

	<u>Name</u>	<u>Rank/Title</u>	<u>Department</u>	<u>Effective Date</u>	<u>Salary</u>
1.	Brown, Sara W	Curriculum Dev Specialist	Education and Curriculum	10/21/2024	\$7,833.34/MO \$47,000.04/AY
2.	Boone, Kristina	Dean 100% /Professor 0%	College of Agricultural, Life and Physical Sciences	07/01/2025	\$20,834.00 /MO \$250,000.00 /FY
3.	Ewell, Tracy E	Associate Director (Corporate Support) (Previously Assistant Director of Corporate Support)	Broadcasting Service	01/01/2025	\$5,660.00 /MO \$67,920.00 /FY (Previously \$4,736.00 /MO \$56,832.00 /FY)
4.	Guengerich, Laura M	Assistant Professor	Library Affairs	01/15/2025	\$5,417.00 /MO \$65,004.00 /FY
5.	Guha, Shalini	Post-Doctoral Fellow	Physiology	10/08/2024	\$5,084.00 /MO \$61,008.00 /FY
6.	Jiter, Sarah Kristine	Director (Previously Interim Director of Admissions)	Undergraduate Admissions	11/01/2024	\$8,334.00 /MO \$100,008.00 /FY (Previously \$7,728.00 /MO \$92,736.00 /FY)

7.	Kuruppu, Anoja	Recruitment and Retention Coordinator	College of Health and Human Sciences	01/01/2025	\$4,292.00 /MO \$51,504.00 /FY
8.	Marshall, Kristopher Anthony	Director, Saluki Student Success Initiative (Previously University College Academic Advisor)	VC for Anti-Racism, Diversity, Equity and Inclusion	10/01/2024	\$6,060.00 /MO \$72,720.00 /FY (Previously \$6,060.00 /MO \$72,720.00 /FY)
9.	Moltesen, Maria M	Researcher IV	Anatomy	10/24/2024	\$5,000.00 /MO \$60,000.00 /FY
10.	Powers, Anita L	Nursing Skills Lab Assistant	School of Health Sciences	12/01/2024	\$4,500.00 /MO \$54,000.00 /FY
11.	Rheinecker, Lynn	Curriculum Dev Specialist	Education and Curriculum	01/01/2025	\$7,687.50 /MO \$46,125.00 /AY
12.	Thekke Veetil, Thanuja	Researcher III	Physiology	12/01/2024	\$4,166.66 /MO \$49,999.92 /FY

B. Grant of Leave With Pay:

None to report.

C. Grant of Academic Tenure:

	<u>Name</u>	<u>Title on Effective Date of Tenure</u>	<u>Department/School</u>	<u>Effective Date</u>
1.	Boone, Kristina	Professor	Agricultural Sciences	07/01/2025

D. Promotions of Tenured and Tenure Track Faculty:

None to report

CHANGES IN FACULTY-ADMINISTRATIVE PAYROLL – SIU SCHOOL OF MEDICINE

The following changes in faculty-administrative payroll at the School of Medicine/Springfield campus are submitted to the Board of Trustees for ratification in accordance with the Board Policy on Personnel Approval (2 Policies of the Board B). Additional detailed information is on file in the Office of the Dean and Provost. Where appropriate, salary is reported on a monthly basis and on either an academic year (AY) or fiscal year (FY) basis.

A. Initial Appointments of Faculty to Tenured and Tenure Track and Initial Appointments and Promotions of Professional Staff (If the person previously had a University appointment, it is so noted. Otherwise, the person is a new University employee.)

	<u>Name</u>	<u>Rank/Title</u>	<u>Department</u>	<u>Effective Date</u>	<u>Salary</u>
1	Bonansinga, Joseph	Executive Director of Information Technology	Information Resources-SMS	11/18/2024	17,916.67/MO 215,000.04/FY
2	Breckon, Tamara	Certified Nurse Practitioner	Family and Community Medicine/Jacksonville	11/18/2024	9,646.92/MO 115,763.04/FY
3	Brown, Sara	Curriculum Development Specialist	Education and Curriculum-SMS	10/21/2024	7,833.34/MO 94,000.08/FY
4	Chapman, Jenelle	Post-Doctoral Fellow	Alzheimer's Disease Center-SMS	12/02/2024	5,084.00/MO 61,008.00/FY
5	Denny, Jeffrey	Physician Assistant-Certified	Surgery Clinic-SMS	12/2/2024	9,583.34/MO 115,000.08/FY
6	Ham, Erin	Research Project Coordinator (previously Research Project Specialist)	Population Science and Policy-SMS	12/01/2024	\$4,833.33/MO \$57,999.96/FY (previously \$3,843.75/MO \$46,125.00/FY)
7	Hill, Tiarra	Researcher II (previously Researcher I)	Alzheimer's Disease Center-SMS	01/01/2025	\$3,840.21/MO \$46,082.52/FY (previously \$3,657.34/MO 43,888.08/FY)
8	Mably, Kylie	Researcher I	Medical Microbiology, Immunology and Cell Biology-SMS	11/18/2024	3,657.34/MO 43,888.08/FY

9	Mitchell, Jacqueline	Director of Dental Standards and Operations	Office of Correctional Medicine	12/02/2024	18,750.00/MO 225,000.00/FY
10	Rhodes, Shanel	Physician Assistant-Certified	Family and Community Medicine-SMS	12/02/2024	10,804.00/MO 129,648.00/FY
11	Stairwalt, Megan	Surgical Skills Specialist	Surgery Clinic – SMS	10/07/2024	4,583.33/MO 54,999.96/FY
12	Williams, Emily	Clinical Research Specialist	Center for Clinical Research-SMS	11/18/2024	3,621.13/MO 43,453.56/FY
13	Melissa Wohrley	Physician Assistant-Certified	Surgery-SMS	10/07/2024	9,166.67/MO 110,000.04/FY

B. Leave of Absence with Pay:

None

C. Grant of Academic Tenure and Promotion:

None

D. Promotions of Tenured and Tenure Track Faculty:

None

E. Promotions of Non-Tenure Track Faculty:

None

REVISED

Southern Illinois University
Board of Trustees
February 6, 2025

CHANGES IN FACULTY-ADMINISTRATIVE PAYROLL – SIUE

The following changes in faculty-administrative payroll are submitted to the Board of Trustees for ratification in accordance with the Board Policy on Personnel Approval (2 Policies of the Board B). Additional detailed information is on file in the Office of the Chancellor. Where appropriate, salary is reported on a monthly basis and on either an academic year (AY) or fiscal year (FY) basis.

A. Initial Appointments of Faculty to Tenure and Tenure Track and Initial Appointments and Promotions of Professional Staff (If the person previously had a University appointment, it is so noted. Otherwise, the person is a new University employee.)

	<u>Name</u>	<u>Rank/Title</u>	<u>Department</u>	<u>Effective Date</u>	<u>Salary</u>
1.	Greenwalt, Sydney	Director	Counseling Services	12/16/2024	\$7,708.32/mo \$92,499.84/FY
2.	Pinski, Mili	Academic Advisor I	College of Arts & Sciences	11/01/2024	\$3,541.66/mo \$42,499.92/FY
3.	Roccia, Miriam	VC Student Affairs (Previously Interim VC for Student Affairs)	VC Student Affairs	11/25/2024	\$17,083.33/mo \$204,999.96/FY (Previously \$15,083.34/mo \$181,000.08/FY)
4.	Signorino, Shane	Academic Advisor I	College of Arts & Sciences	11/01/2024	\$3,541.66/mo \$42,499.92/FY
5.	Slaten, Christopher	Associate Provost for Research & Dean of the Graduate School	Graduate School	06/01/2025	\$17,083.34/mo \$205,000.08/FY

B. Leaves of Absence With Pay –

	<u>Name</u>	<u>Type of Leave</u>	<u>Department</u>	<u>% of Leave</u>	<u>Date</u>
1.	Clinger, Aimee	Sabbatical	Art & Design	100%	01/01/2026-05/15/2026
	<u>Purpose:</u> Professor Clinger will create 2 to 4 quality artwork pieces that explore paradoxical “war on illness” metaphors (i.e., “battling illness”), with artwork to be submitted for future applications to peer-reviewed exhibitions.				
2.	Essner, Richard	Sabbatical	Biological Sciences	100%	08/16/2025-12/31/2025
	<u>Purpose:</u> Professor Essner will build a research colony of Greenhouse frogs thereby gathering data of frogs’ jumping. This research will be used for dissemination of findings through scholarly publications and presentations.				
3.	Fatima, Saba	Sabbatical	Philosophy	100%	08/16/2025-05/15/2026
	<u>Purpose:</u> Professor Fatima will investigate the impact of caretaking, financial limitations, and societal oppression on self-care. This research will result in submissions to a peer-reviewed journal and conference presentation.				
4.	George, Jayashree	Sabbatical	Art & Design	100%	08/16/2025-12/31/2025
	<u>Purpose:</u> Professor George’s art therapy research will address how mental health is linked to environmental and ecological health. The research outcome will result in a manuscript for journal submission.				
5.	Hawkins, Carlee	Sabbatical	Psychology	100%	01/01/2026-05/15/2026
	<u>Purpose:</u> Professor Hawkins will ask the research question, “Are demographics related to the effectiveness of diversity education?” The quantitative data analysis with the outcome of preparing a manuscript for publication.				
6.	Hepner, Abbey	Sabbatical	Art & Design	100%	08/16/2025-12/31/2025
	<u>Purpose:</u> Professor Hepner will produce an installation of photographic work to submit to five peer-reviewed exhibitions.				
7.	Jiang, Yi	Sabbatical	Mathematics & Statistics	100%	08/16/2025-12/31/2025
	<u>Purpose:</u> Professor Jiang will study the chaos of epidemiology models and related applications. This research will produce at least one manuscript for submission to peer-reviewed journals.				

8.	Johnson, Heather	Sabbatical	English Language & Literature	100%	01/01/2026-05/15/2026
<u>Purpose:</u> Professor Johnson will research the role of metaphor in producing politically and socially significant emotional responses in literary and popular culture. The outcome is submission of a peer-reviewed journal article.					
9.	Kooiman, Susan	Sabbatical	Anthropology	100%	08/16/2025-12/31/2025
<u>Purpose:</u> Professor Kooiman will process and analyze pottery excavated from the northern Great Lakes, resulting in a field report for the US Forest Service as well as produce framework for a future journal submission.					
10.	Loreaux, Jireh	Sabbatical	Mathematics & Statistics	100%	01/01/2026-05/15/2026
<u>Purpose:</u> Professor Loreaux will undertake a first-ever formalization of operator algebras in the interactive theorem prover Lean. This undertaking will result in a submission to a mathematical journal.					
11.	Lotfi, Nima	Sabbatical	Mechanical & Mechatronics Engineering	100%	08/16/2025-05/15/2026
<u>Purpose:</u> Professor Lotfi will conduct research on next generation Battery Management Systems, focused on an improved battery charger. The outcome will result in an experimental research platform, intellectual contributions and grant proposals.					
12.	Pelekanos, George	Sabbatical	Mathematics & Statistics	100%	08/16/2025-12/31/2025
<u>Purpose:</u> Distinguished Research Professor Pelekanos will research and produce a manuscript on inverse elastic scattering which is anticipated to advance medical, civil, and mining imaging through peer-reviewed publications.					
13.	Reiheld, Alison	Sabbatical	Philosophy	100%	08/16/2025-12/31/2025
<u>Purpose:</u> Professor Reiheld will research and draft an article on the limits of unpaid medical caregivers' obligations to care recipients. The article outcome will be submitted for publication to a peer-reviewed journal					
14.	Simon Solomon, Stanislaus	Sabbatical	Management & Marketing	100%	01/01/2026-05/15/2026
<u>Purpose:</u> Professor Simon Soloman will explore barriers and enablers of cybersecurity in India's fragmented supply chains. The research outcomes will include producing an academic publication, conference presentations, and insights for industry professionals.					

15.	Song, Myung	Sabbatical	Mathematics & Statistics	100%	01/01/2026-05/15/2026
	<u>Purpose:</u> Professor Song will research for a better set of wavelet functions for neural network in deep learning. Project will produce at least one article for peer-reviewed journal publication.				
16.	Stevens, Corey	Sabbatical	Sociology	100%	01/01/2026-05/15/2026
	<u>Purpose:</u> Professor Stevens will collect data on neurodiversity in social media videos, thereby developing a code book as well as preparing a peer-reviewed journal article or book proposal.				
17.	Temko, Ezra	Sabbatical	Sociology	100%	08/16/2025-12/31/2025
	<u>Purpose:</u> Professor Temko will create a digital timeline explaining and contextualizing Iowa's gender balance legislation and laws. The digital timeline will be submitted to Iowa State University for peer review.				
18.	Thomason, Allison	Sabbatical	History	100%	01/01/2026-05/15/2026
	<u>Purpose:</u> Professor Thomason will research and draft an article entitled, "Women, Portable Possessions, and Family Wealth in Ancient Mesopotamia" for future peer-reviewed publications.				
19.	Vithayathil, Joseph	Sabbatical	Computer Management & Information Systems	100%	08/16/2025-12/31/2025
	<u>Purpose:</u> Professor Vithayathil will describe the major means by which public governance has been captured by narrow private interests to effect wealth transfer from the public.				
20.	Wilson, Sophia	Sabbatical	Political Science	100%	01/01/2026-05/15/2026
	<u>Purpose:</u> Professor Wilson will conduct archival research analyzing Nazi and Soviet occupations of Ukraine. The research will result in two book chapters.				
21.	Zhou, Jianpeng	Sabbatical	Civil Engineering	100%	08/16/2025-12/31/2025
	<u>Purpose:</u> Professor Zhou will investigate the dewaterability of electrochemically treated wastewater sludge for sustainable pollution control and environmental protection.				
22.	Zimmermann, Julie	Sabbatical	Anthropology	100%	01/01/2026-05/15/2026
	<u>Purpose:</u> Professor Zimmerman will report on Mississippian (Cahokian) materials excavated at SIUE while collaborating with Native American communities now living in Oklahoma. The outcome of the reporting will be a scholarly article.				

C. Awards of Tenure-

None to Report

D. Awards of Promotion-

None to Report

Southern Illinois University
Board of Trustees
February 6, 2025

PROPOSED REVISIONS TO 2 POLICIES OF THE BOARD; 7 POLICIES
OF THE BOARD; AND ARTICLE III BYLAWS OF THE BOARD

Summary

This matter seeks approval by the SIU Board of Trustees to amend 2 Policies of the Board – Faculty and Staff Services; 7 Policies of the Board – Legal and Ethical Conduct Requirements and Article III Bylaws of the Board. The two areas of Board Policy serve as a guide for the SIU System with respect to personnel and employment for the entire university system and the legal and ethical conduct requirements. Article III Bylaws of the Board dictates authority given to the Finance Committee of the Board of Trustees.

Rationale for Adoption

2 Policies of the Board - Faculty and Staff Services policy serves as the Board's directive to all within the SIU System related to appointment to positions and position approval, conditions of employment, supplemental retirement plan, indemnification policy, pre-employment policy, electronic direct deposit policy, intellectual property policy, and emergency pay policy of the Southern Illinois University System. This policy is being updated to provide clear and concise language for employees throughout the SIU System. The language update is reflective of current terms, verbiage and conditions as stipulated in the University Guidelines and campus procedures.

As part of the update to 2 Policies of the Board, it was determined that the Intellectual Property Policy section is better suited under 7 Policies of the Board – Legal and Ethical Conduct Requirements and is being moved in its entirety to that section.

The Finance Committee Bylaws is being updated to be consistent with the changes and language in 2 Policies of the Board – Faculty and Staff Services.

The campus human resource directors were consulted and provided input in reviewing the updates. The attached updates will allow employees to more clearly understand the personnel provisions on behalf of the SIU System.

Considerations Against Adoption

University officers are aware of none.

Resolution

BE IT RESOLVED, By the Board of Trustees of Southern Illinois University in regular meeting assembled, That:

- (1) 2 Policies of the Board is hereby amended as per the attached.
- (2) 7.P Policies of the Board is hereby amended as per the attached.
- (3) Article III, Section 3.6 Bylaws of the Board is hereby amended as per the attached.
- (4) The President of Southern Illinois University be and is hereby authorized to take whatever action may be required in the execution of this resolution.

Section 2: Faculty and Staff

Deleted: Services

A. Definitions

Deleted: ¶

1. Academic Year: The nine-month period referenced in employment contracts for academic year appointees, the specific dates of which are determined by the Chancellors.
2. Board: The Board of Trustees of Southern Illinois University.
3. Civil Service Employee: Any employee not exempt from coverage by the State Universities Civil Service System.
4. Continuing Appointment: A continuing appointment is one which is automatically renewed each year unless the appointee is given notice as specified in the appropriate personnel policies. All continuing appointees are subject to annual adjustments in salary and other conditions of employment.
5. Employee: Any person whose name appears on a University payroll, except student appointees and certain fellowships/traineeships that require past, present, or future services to the University or non-University employer. (9/11/08)
6. Employment Administration: The appointment, employment, workload, reassignment, promotion, demotion, salary adjustment, space assignment, tenure, termination, and all other terms and conditions of employment for employees under an executive officer.
7. Executive Officer: The President and Chancellors acting only as to their employees under his/her respective supervisory authority. (3/13/03)
8. Faculty: All persons holding academic rank.
9. Fiscal Year: July 1 through June 30.
10. Assistantships:
 - a. Undergraduate Assistantship: A position held by a duly registered undergraduate student appointed part-time in a paraprofessional endeavor related to a career/discipline and having contact hours with a faculty member or administrative/professional staff member, and registered in sufficient course work to achieve exemption from the State Universities Civil Service System.
 - b. Graduate Assistantship: A position held by a duly registered graduate student appointed part-time in professional or semi-professional endeavor and duly registered in sufficient course work to achieve exemption from the State Universities Civil Service System. This classification does not include Fellows who are assigned no specific duties. (7/11/02)
11. Administrative/Professional Staff: The principal administrative appointees as determined by the Merit Board governing the State Universities Civil Service System.
12. Student Appointees: Student workers and undergraduate and graduate assistants. (7/11/02)
13. Student Worker: A person appointed part-time and duly registered as a student for sufficient course work to achieve exemption from the State Universities Civil Service System.
14. Tenured Appointment: A tenured appointment signifies the permanent holding of an academic position of employment as governed by Board and University policies. Tenure applies only to a basic academic year appointment. A tenured faculty

Deleted: of SIUC or SIUE.

Deleted: work load

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member's employment contract is subject, however, to annual adjustments in salary, rank, or conditions of employment, and to generally applicable amendments to personnel policies of Southern Illinois University or SIUC or SIUE. Tenure shall be awarded only by the positive action of the Board of Trustees. An individual's tenure within Southern Illinois University shall be held in an academic unit or units at either Southern Illinois University Carbondale or Southern Illinois University Edwardsville as specified by each tenure document. (3/13/03, 3/24/16, 3/28/19)

15. Term Appointments: A term appointment is employment for a specified period of time. Term appointments may be renewed; however, reappointment to such a position creates no right to subsequent employment or presumption of a right to subsequent employment.
16. Termination of Employment: The interruption for cause of a tenured or untenured continuing or term appointment or Civil Service appointment.

B. Appointment to Positions and Position Approval

1. Appointments to Positions of Employment:
 - a. All appointments to positions of employment shall be made in the name of the Board as the employer.
 - b. All appointments are subject to applicable federal and state laws. All supervisors of other employees shall keep themselves informed of the currently applicable laws. Adherence to both the letter and the spirit of all civil rights laws is required.
 - c. No person who is related within the third degree of consanguinity or is the spouse, son-in-law, or daughter-in-law of a current member of the Board shall be appointed to a position of employment within three reporting levels of the President. This limitation reaches the Dean and equivalent levels. Relatives within the scope of this policy include parents, siblings, grandparents, aunts, uncles, nieces, nephews, and offspring, including children. (7/97)
2. Creation of Positions and Approval or Ratification of Appointments, Title Changes, Tenure, and Leaves:
 - a. The Board of Trustees shall approve the creation and/or appointment of ~~the President, Board appointed officers, Chancellors, and the Dean and Provost of the SIU School of Medicine. The authority of the Finance Committee is retained to recommend approval by the Board.~~
 - b. ~~On the recommendation of the President and~~ prior to its public announcement, the Board of Trustees shall approve a position of employment created by the President which is within one reporting levels of the President, but ~~is not~~ a part-time, term, Civil Service or student appointment.
 1. The appointment to any such position ~~or title change~~ is tentative pending ratification by the Board.
 2. ~~The authority of the Finance Committee is retained to recommend approval by the Board of the appointment or title change.~~
 3. ~~The appointment or title change details shall include the individual's total compensation package, including compensation to be paid from any University Related Organization.~~

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4. If a search waiver request is generated or initiated by the President, such search waiver must be reviewed and approved by the respective equal opportunity office at the campus that will otherwise process the position's appointment. In addition, such search waiver request generated or initiated by the President must be signed, or otherwise approved in writing, by the Chair of the Board of Trustees or Trustee designated by the Chair. (3/13/03, 12/08/11, 3/28/19)
- c. Prior to its public announcement, the President shall approve appointments, title changes or salary changes for an individual, who is within two reporting levels of a Chancellor, but is not a part-time, term, Civil Service or student appointment.
1. The appointment to any such position is tentative pending ratification by the Board.
 2. The appointment, title change or salary change details shall include the individual's total compensation package, including compensation to be paid from any University Related Organization.
 3. If a search waiver is requested for a position within two reporting levels of the Chancellor, the President's approval of the search waiver is required.
- d. Employment Administration:
1. The Board of Trustees shall approve all compensation changes for the President, Board appointed officers, Chancellors, the Provost and Dean of the SIU School of Medicine; except for annual raises from salary pools established during budget development. The authority of the Finance Committee is retained to recommend approval by the Board.
 2. The Finance Committee shall approve all compensation changes for the administrative/professional staff employees who are within one reporting level of the President, except for annual raises from salary pools established during budget development.
 3. The President has the delegated authority to take final action on employment administration for Board appointed officers, Chancellors and the Provost and Dean of the SIU School of Medicine, including any compensation funded from a University Related Organization, except as otherwise provided by Board policy.
 4. The President has delegated authority to take final action on employment administration for employees in the Office of the SIU System, including any compensation funded from a University Related Organization, except as otherwise provided by Board policy.
 5. The Chancellors have delegated authority to take final action of employment administration for SIUC and SIUE employees, including any compensation funded from a University Related Organization, except as otherwise provided by Board policy.
- e. The following personnel actions are also tentative pending ratification by the Board:
1. Initial appointments of faculty to tenured and tenure track positions, including total compensation;
 2. Promotions of tenured and tenure track faculty;

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The authority of the Finance Committee is retained to recommend approval of all increases for all Board appointed officers, all professional staff in the Office of the President, the Vice Chancellors at SIUC and SIUE, and the Dean and Provost of the School of Medicine, except for annual raises from salary pools established during budget development. (12/08/11, 3/24/16, 3/28/19, 9/12/19, 2/10/22, 04/28/22)¶

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The Board of Trustees shall approve prior to its public announcement the title change in a position of employment which is changed by the President within two reporting levels of the President. The President shall approve prior to its public announcement the title change in a position of employment which is changed by a Chancellor within two reporting levels of a Chancellor or which reports directly to a Vice Chancellor. The change in title is tentative pending ratification by the President and the Board. (3/13/03, 3/28/19)¶

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3. ~~The grant of academic tenure;~~
 4. ~~Initial appointments and promotions of administrative/professional staff, including total compensation; and~~
 5. ~~The grant of a leave with pay, (3/13/03)~~
- f. A tentative appointment is an appointment made by an executive officer pending ratification by the Board. A tentative appointment will expire if it has not been ratified, as required, as of the close of the day of the second Board meeting following the inception of the appointment, unless extraordinary circumstances have been demonstrated to and certified by the President. No reappointment of the same individual may then be made without prior Board approval, unless extraordinary circumstances have been demonstrated to and certified by the President.

C. Conditions of Employment

1. Appointment classifications:

- a. Civil Service Employees: The general conditions of employment of Civil Service personnel are as set forth in the following documents:
 1. ~~The State Universities Civil Service System Act (110 ILCS 70/0.01 et seq.), as amended;~~
 2. ~~The Rules of the State Universities Civil Service System, Illinois Admin. Code tit. 80, Ch. VI, Part 250, as amended;~~
 3. ~~The respective campus Civil Service Personnel Policies, as approved by the Chancellors; and (3/13/03)~~
 4. ~~Any applicable collective bargaining agreement.~~
- b. Student Appointees: The general conditions of appointment of student appointees are as set forth in the State Universities Civil Service System Act, Rules of the State Universities Civil Service System and in the respective campus Student Appointee Personnel Policies as approved by the Chancellors.
- c. Faculty and Administrative/Professional Staff: The general conditions of employment of faculty and administrative/professional staff are as set forth in the respective campus Faculty and Administrative/Professional Staff Personnel Policies as approved by the Chancellors. These policies may be promulgated in a single document or as two separate documents. The following distinctions shall be maintained between provisions for faculty and for professional staff: (2/28/07), (3/24/16, 3/28/19)
 1. Only faculty may become eligible for sabbatical leaves.
 2. Only faculty may become eligible for tenured appointments.
 3. The general conditions of employment of faculty are also as set forth in any applicable collective bargaining agreement.
 4. The usual faculty contract shall be for the academic year, and shall carry with it the obligation to perform ancillary duties, such as syllabus development, grading, and student advisement, which may require actions just before or after the calendar dates of academic terms.
 5. Faculty shall have the right and duty to participate in the formulation of academic policy affecting the performance of their duties, both by

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direct participation within their academic unit and through their elected representatives to the Faculty Senate and Graduate Council. (3/13/03)

- d. Restricted Term Appointments: The general conditions of restricted term appointments are for non-credit activities, under which the appointee is not otherwise employed as a faculty or staff member within any unit of the University and assumes no obligation to perform services for the University except those related to the specific non-credit activity or event for which the restricted term appointment is made. For the short term, non-credit activities, the restricted term appointment must be used in lieu of a purchase requisition for services, shall provide no expectation of reappointment and shall in no circumstances exceed three months in length.

The fiscal emergency language was moved to a new section, 2 Policies of the Board D.

- 2. All employees shall fully comply with all:
 - a. Applicable State and Federal laws;
 - b. Policies, regulations, and decisions of the Board of Trustees, and as amended; and (3/13/03)
 - c. Policies, guidelines, regulations, and decisions promulgated by the President, or Chancellor on his or her respective campus, or the supervisor to whom the employee reports, as amended. (3/13/03, 3/24/16, 3/28/19)
- 3. The President and Chancellor, or their designees, are authorized to negotiate with recognized employee organizations. The President shall execute collective bargaining agreements on behalf of the Board. The Chancellor and his/her designees are authorized to implement the terms and conditions of collective bargaining agreements, including salary adjustments.
- 4. Personnel policies shall adhere to the following standards:
 - a. Personnel policies will be regularly published and made available to affected employees and their supervisors.
 - b. Each Chancellor is authorized to develop and approve personnel policies affecting employees under that executive officer's supervisory authority which are not inconsistent with the provisions of this chapter (Chapter 2, Faculty and Staff) or with personnel policies which do not otherwise require Board of Trustees or President approval.
- 5. Paid absences: Personnel policies will provide for holidays, vacations for civil service and administrative/professional staff fiscal-year appointees, and leaves.
 - a. Holidays: Employees shall receive those legal holidays established by the State Universities Civil Service Act, 110 ILCS 70/45a. In addition, the Chancellors shall designate five (5) additional holidays, one of which shall be the Dr. Martin Luther King, Jr. holiday. The Chancellors shall establish a policy for non-represented employees which allows the employees to receive compensatory time off or other appropriate compensation if employees are required or authorized to work on one of these legal or designated holidays. For represented employees, the applicable collective bargaining agreement shall govern.

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b. Vacation: Vacation earned shall not exceed 28 working days per year. ~~No~~ accrued vacation beyond two years' credit shall be ~~paid out to an employee, unless otherwise required by State law or regulation.~~

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c. Sick Leave: Unused sick leave may be accumulated to provide for extended sick leave and disability benefits in an amount not exceeding 15 days per year.

d. Administrative Closure:

1. Closure of any or all parts of a campus may be declared by ~~the~~ Chancellors in response to a natural emergency, in support of national or State policy, for reasons of health and safety, or in response to a budgetary shortfall, including significant delays in state reimbursements. Announcement of such closure will specify campus guidelines regarding paid leaves during such closure.

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2. Administrative closure may also be declared for a period of up to three working days during the period December 23 through January 2, upon the determination of the respective Chancellor. Days designated for administrative closure during this period will be considered days of paid leave for all affected faculty and staff, ~~except those who are necessary to the effective or efficient operation of the University. The Chancellors shall establish a policy for non-represented employees which allows the employees to receive compensatory time off or other appropriate compensation if employees are required or authorized to work on one of these administrative closure days. For represented employees, the applicable collective bargaining agreement shall govern.~~

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3. Days designated for administrative closure in response to a budgetary shortfall, including delays in state reimbursements, shall be considered days of unpaid leave for all affected faculty and staff and shall be limited to no more than one day per bi-weekly pay period or two days per month but not to exceed six days in a fiscal year. Unpaid administrative closures shall not be scheduled during time periods when classes are in session. Each campus may establish its own procedures to implement unpaid administrative closures. (09/16/10)

e. Sabbatical and Professional Development Leaves: Sabbatical leaves for faculty and ~~administrative~~/professional development leaves shall be granted only on the basis of an approved plan designed to improve the professional performance of the applicant which contains a recognition of an obligation to report in writing the execution of the plan and return to an assignment of duties wherein the leave experience will benefit the institution for a reasonable period of time but not less than the duration of the leave.

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1. No such leave shall exceed one calendar year in duration, and the rate of compensation during the leave shall not exceed the regular monthly rate of the applicant at the time the leave commenced plus annual increments computed on the same basis as for the applicant's peers.

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2. Full sabbatical leaves, not to exceed six months at full pay or a calendar year at half pay, may only be granted after the completion

of a six-year period of consecutive full-time employment measured from the commencement of employment as a faculty member or six years after the termination of a previous sabbatical leave.

3. Policies concerning faculty may also provide for partial sabbatical leaves, not exceeding six months at half-pay, which may only be granted after the completion of a three-year- period of consecutive full-time employment or three years after the termination of a previous sabbatical leave.

f. Other paid absences: Other paid absences, such as those required for jury duty, certain military service, including active duty service during periods of national need, etc. shall also be addressed in the respective campus personnel policies as approved by the Chancellors, and shall be consistent with the provisions of this Chapter 2. (2/14/02)

6. Supplemental Benefits:

a. The Board of Trustees grants the President and / or Chancellors the authority to provide supplemental benefits to employees. Granting supplemental benefits is at the President's and / or Chancellors' discretion and the amounts are subject to funding availability. The President is authorized to prescribe guidelines on campus supplemental benefit policies.

b. The Chancellors are responsible for the establishment and administration of policies for supplemental benefits for their respective campuses. Campus supplemental benefit policies and any subsequent revisions are subject to approval by the President.

c. The policies shall direct the respective campus officials to implement procedures to comply with Federal and State laws, including reporting set forth by the Internal Revenue Service and other regulatory agencies, as applicable.

The requirements for supplemental benefits are detailed in a new University Guideline, which will be presented to the President for approval.

7. Nepotism: Personnel policies will prevent relatives within the third degree of consanguinity or spouses from making final personnel determinations for each other. Such relatives include, but are not limited to, parents, siblings, grandparents, aunts and uncles, nieces, and nephews, and children. (3/13/03)

8. Grievances: Personnel policies will provide for prompt resolution of grievances by means of:

- a. Informal negotiations to be followed by, if necessary,
- b. A formal process through which an officer or panel makes findings or recommendations or both, and for which a record is compiled;
- c. A final determination by a responsible officer; and
- d. Notice concerning the procedure for application for discretionary review by the Board.

9. Conflicts of interest and commitment: Personnel policies will address the problems of conflict of interest and commitment and concurrent employment by other employers. (3/13/03)

10. Tenure: Faculty and Administrative/Professional Staff Personnel Policies will provide for tenured appointments of faculty.

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- a. Eligible academic ranks: Tenure may be granted to persons holding the faculty rank of professor, associate professor, or assistant professor. (3/13/03)
- b. Probationary service: The length of probationary service periods shall be specified in SIUC and SIUE policies on tenure, as approved by the President and in the initial employment contract.
 - 1. The maximum probationary service period is six years.⁽¹⁾ except for faculty at the School of Medicine having a clinical and education commitment greater than their research component, in which case the maximum probationary service period is eight years.
 - 2. At SIUC, an assistant professor who has served previously as an instructor at SIUC may serve a total probationary period in both ranks not to exceed seven years.
 - 3. At SIUE, this maximum period may be extended by one year by mutual written agreement of the academic unit and the individual.
 - 4. Shorter probationary periods may be specified in campus policies on tenure or in the initial employment contract but should normally not be less than two years.
 - 5. The requirement of a minimum period of probationary service may be waived under conditions as specified in each institution's policy.
 - 6. By the end of the last year of the probationary service period of a faculty member the faculty member shall be notified in writing either that tenure has been awarded pending ratification by the Board of Trustees or that the faculty member's appointment will not be renewed after the following year.
- c. Recommendation for tenure:
 - 1. The primary criteria to be utilized in the tenure decision process are performance in teaching, research, and service.
 - 2. The primary responsibility for the evaluation of the academic qualifications of an individual candidate for tenure rests with tenured faculty in the appropriate unit. If an individual has tenure at another institution and becomes employed full-time as a tenured member of the SIU faculty or a member of SIU's administration the individual must relinquish tenure at the other institution before commencing employment at SIU. (3/13/03)
 - 3. It is the responsibility of the head of each appropriate unit to evaluate annually each non-tenured faculty member in a tenurable rank within that unit and to individually inform such faculty members of their professional performance as measured by such evaluation.
 - 4. Grievances arising out of a recommendation that tenure be denied shall be filed in writing and resolved through the approved faculty grievance procedures of SIUC including the School of Medicine or SIUE. In such cases, the burden of proof rests on the individual faculty member. (3/13/03)

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(1) Assistant professors having job descriptions with a clinical and education commitment greater than their research commitment shall be notified in writing that tenure has been awarded at the

end of the eight-year probationary period or that the appointment will not be renewed at the end of the ninth year.

11. Professional positions:

- a. Tenure does not apply to positions on the administrative/professional staff. A person shall not be deprived of tenure, or the highest academic rank attained because of assignment to an administrative/professional staff position under the authority of the Board of Trustees. Such appointment shall not deprive a person of service credit attained toward the achievement of tenure or limit a person's normal progress toward tenure or promotion. The functions, titles, salaries, and annual periods of employment of persons in administrative/professional staff positions shall be distinct and severable from their faculty status.
- b. Upon reassignment to duty in the tenured position, the monthly salary therein shall be determined after consultation with the individual on the basis of the nature of the position, the experience, academic qualifications and previous service of the individual, and the salary range within the department, school or college to which reassignment is made. Reassignment of duties may occur at any time. Adjustments in salary may occur at the end of any fiscal year or within a fiscal year if for cause duly stated. (3/13/03)

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12. Notice of non-reappointment: The Faculty and Administrative/Professional Staff Personnel Policies will provide for such notice for faculty in tenure-eligible ranks and other employees on continuing appointments. Term appointments are for a specified period of time and expire at the end of the term stated in the notice of appointment; no separate notice of non-reappointment need be given for such appointments. Notice of non-reappointment of administrative/professional staff and untenured faculty on continuing appointments shall be given in writing as follows:

First appointment year	No less than 3-months notice
Second appointment year	No less than 6-months notice
Third and subsequent appointment years	No less than 1-year notice

13. Notice period need exceed the length of the appointment. The notice periods shall be proportionally shortened for appointments of less than an academic or fiscal year. Notice periods longer than those stated above may be incorporated in the Faculty and Administrative/Professional Staff Personnel Policies.

14. Outside professional activities: Personnel policies will provide for the reporting to and regulation by the executive officers of extramural research, consulting, and employment of faculty and administrative/professional staff so that such activities complement professional performance. When such activities are of a nature that administrative involvement in their conduct is necessary or desirable to facilitate the complementary effect on professional performance, additional or supplementary policies may be promulgated by the executive officer, subject to the approval of the President. Such policies may govern administrative involvement and

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provide for the payment or reimbursement of the administrative expense from the proceeds of the external activity. Examples of the latter include, without limitation, patents, copyrights, and clinic practice of professionals conducted pursuant to the educational mission of SIUC or SIUE.

15. Personnel policies will provide for a drug-free workplace which shall meet the minimum standards of applicable statutes or rules having the force of law and will be promulgated by the Chancellors at their respective campuses. (3/13/03)
16. Personnel policies will provide for Family and Medical Leave which shall meet the minimum standards of applicable statutes or rules having the force of law.

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D. Fiscal Emergency

1. The Board has the authority to declare a fiscal emergency and to provide specific directions to cope with such emergency. (3/13/03)
 - a. The Board shall determine that a fiscal emergency exists and assess the extent of that emergency. (3/13/03)
 - b. The Board may recognize a fiscal emergency ranging from a temporary financial crisis to a long-term loss of resources. (3/13/03)
 1. A short term fiscal emergency is the condition of financial necessity, which results when a decline in financial support is such as to require a reduction within the fiscal year in the personal services budget exceeding that which may be accomplished by attrition or non-renewal of term positions or other such measures after all workable reductions in support and operational costs have been made.
 2. A long-term fiscal emergency is the condition of financial exigency, which results when an imminent financial crisis will require long-term programmatic reductions and termination of tenured faculty.
2. The Board of Trustees will consider a declaration of fiscal emergency for either institution or for the University when such a proposal from the President is placed on the Board agenda. (3/13/03)
 - a. Representatives of the concerned SIUC or SIUE constituencies shall be consulted as far in advance as possible and continuously involved in making the decision to ask that the Board declare a condition of fiscal emergency.
 - b. A matter proposing the declaration of a fiscal emergency and approval of a plan developed to deal with that emergency shall contain the following information:
 1. A description of the fiscal situation which makes the action advisable.
 2. A description of specific economic measures, such as the reduction of support costs, freezing of vacancies, non-renewal of term positions, and the like, which have already been invoked in an effort to deal with the situation.
 3. A description of the proposed action.
 4. An explanation of how the proposed scope and manner of execution of the proposed measures are proportional to the fiscal emergency and will cause the least possible disruption of the educational process and will inflict minimal hardship on employees.

Deleted: <#>At SIUC, an assistant professor who has served previously as an instructor at SIUC may serve a total probationary period in both ranks not to exceed seven years. At SIUE, this maximum period may be extended by one year by mutual written agreement of the academic unit and the individual.¶

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5. An indication of how employees will be notified of the measures to be implemented by the proposed action and the method and period of notice to apply before that implementation.
 6. A specification of the exemptions from the proposed action, if any, which will be required to safeguard the campuses and the conduct of uninterrupted activity if the proposed action is authorized, and an indication that the proposal otherwise has general application across the University employment spectrum, including administrative personnel.
 7. A report on the manner in which the constituencies have had an opportunity both to review the situation and the proposed action and to advise the executive officer.
 8. An indication of how the proposed action will apply to Civil Service employees in terms of established Civil Service Rules and Regulations.
3. The Board will authorize actions to adjust University operations to the limitations of a declared fiscal emergency.
- a. The Board must be satisfied that all reasonably possible economic measures have been taken before authorizing a reduction in personnel services.
 - b. The Board will authorize procedures commensurate with the magnitude of the fiscal emergency. Such procedures may include but are not limited to measures such as invoking a mandatory leave without pay for all employees in a declared financial necessity situation or such measures as long-term programmatic reductions requiring termination of appointment for employees with and without tenure in a declared financial exigency situation. Such procedures will be open to review and comment by administration and constituency bodies.
 - c. In a fiscal emergency situation, if budget reductions across-the-board are mandated by the Board, each basic academic or service unit will be involved in distributing its specific program and personnel changes.
 - d. In a financial exigency situation, if budget reductions mandated by the Board are to be made programmatically, the administration will involve an appropriate faculty or constituency body in determining where within the overall academic or other program termination of appointments may occur.
4. Any actions affecting an institution resulting from a declaration of fiscal emergency shall recognize the personnel policies of that institution so far as they are not in conflict with the fiscal procedures approved to cope with the emergency.
5. A declaration of fiscal emergency will be in effect only during the fiscal year for which it is declared.
6. Employees who receive notices that their appointments are to be terminated or who are placed into a leave of absence status because of a fiscal emergency shall have the right to appeal through appropriate SIUC or SIUE grievance procedures.
7. Pursuant to 2 Policies of the Board C.1.c.3, the basic term of faculty appointment remains the academic year, and individual contract renewals which reduce the period of employment to not less than an academic year will continue to be at administrative discretion.

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E. Supplemental Retirement Plan (Tax-Deferred Annuities)

1. The President of Southern Illinois University is authorized to direct payments for eligible employees to companies approved under each campuses' Supplemental Retirement Plan ("Plan") as described in the corresponding campuses' Supplemental Retirement Plan Document and as described in Sections 403(b) and 403(b)(7) of the Internal Revenue Code, respectively, as amended.
2. The University shall administer the Plan in compliance with all related statutes for all eligible University faculty and staff members, on a voluntary basis, with participation by those approved companies authorized under the Plan. (3/13/03, 12/09/10)
3. The President shall have the authority to prescribe such additional guidelines deemed necessary to accomplish the purposes set forth in this policy and shall name a plan administrator for each campus. (3/13/03, 12/09/10)
 - a. The guidelines shall prescribe the method of approval for companies to participate in the Plan. (12/09/10)
 - b. The guidelines shall prescribe the method by which a company may be suspended or removed from the campuses' list of approved companies. (12/09/10)
 - c. Neither the Board of Trustees, nor any representative thereof, will recommend any one qualified company to employees.

The following requirements for company participation are detailed in a new University Guideline, which will be presented to the President for approval.

E. Indemnification Policy

1. The Board established the Risk Management Insurance Programs 5 Policies of the Board, H to fund defense and indemnity costs. The Board authorizes the President to approve Guidelines related to the administration of the Risk Management Insurance Programs.
2. Subject to the Guidelines of the Risk Management Insurance Programs, each Trustee, officer, employee, and student appointee of Southern Illinois University, whether or not in office, and the heirs, executors, administrators, and assigns thereof shall be indemnified by the Board of Trustees against all costs and expenses reasonably incurred by or imposed upon such person or such person's estate in connection with or resulting from an action, suit, proceeding, claim, or investigation, civil or criminal, to which such person or such person's estate shall or may be made a party, or with which such person or person's estate shall or may be threatened, by reason, directly or indirectly, of any action or omission to act in the scope of such person's appointment as a Trustee, officer, employee, or student appointee of the University.
3. Indemnification may be extended, provided that:
 - a. No such Trustee, officer, employee, or student appointee shall be indemnified against or be reimbursed for any cost or expense arising out of such person's own willful misconduct;

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The company must agree to the conditions of the respective campuses', and all future regulations relating to the Plan that the University may adopt. (3/13/03, 12/09/10)¶

The company must be willing to accept the campuses' transmittal list each pay period as the evidence upon which the University will pay their account. (3/13/03, 12/09/10)¶

Each company must comply with the Internal Revenue Service limitations on tax-deferred contributions. (3/13/03)¶

Each company must undertake to indemnify, defend, and hold the Board of Trustees, its officers, and employees harmless from any and every claim, demand, cause of action, loss or expense resulting from failure to adhere to limitations referred to in paragraph c. (3/13/03)¶

The company may lose its privilege of participation through failure to meet the university's requirements on a continuing basis.¶

Additional Qualifications for Insurance Company Participation¶

All tax-deferred annuity contracts issued by participating companies must comply with the Internal Revenue Code, as amended, and must be considered by the insurance industry as a pure

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- b. ~~The~~ Trustee, officer, employee, or student appointee has given prompt notice to the Office of the Board of Trustees of the action, suit, proceeding, claim, or investigation or threat of same;
 - c. ~~The~~ Trustee, officer, employee, or student appointee has agreed to legal representation by counsel acting on the matter for the Board of Trustees, or in the event of conflict of interest on the part of such counsel by individual counsel acceptable to the Board and its counsel, which acceptance shall not be reasonably withheld; ~~and~~
 - d. ~~The~~ cost or expense is not reasonably recoverable from any other source.
4. The costs and expenses against which any Trustee, officer, employee, or student appointee of the University shall be so indemnified shall be those actually paid or for which liability is actually incurred, including sums paid in settlement of any such action, suit, proceedings or claim, on advice of competent counsel and with the concurrence of the Board of Trustees, and irrespective of whether such costs or expenses are taxable costs as defined or allowed by statute or rule of court.
 5. These rights of indemnification shall be supplementary to any other rights with respect to any such costs and expenses to which the Trustee, officer, employee, or student appointee may otherwise be entitled against the Board of Trustees or any other persons. (3/13/03)
 6. A Trustee, officer, employee, or student appointee shall not be deemed to have been guilty of willful misconduct in the performance of duty as a Trustee, officer, employee or student appointee, as to any matter wherein such person relied upon the opinion or advice of legal counsel employed or retained by or for the Board of Trustees, or relied upon erroneous information or advice furnished by an officer, or an employee of the University, and which was accepted in good faith from such persons.
 7. "Willful misconduct," as the term is used herein, includes but is not limited to the intentional violation of a law or of a regulation having the force of law or of the directive of a superior University authority.

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G. Pre-employment Investigations Policy

1. The Board of Trustees of Southern Illinois University is committed to full compliance with the Illinois Campus Security Enhancement Act of 2008, 110 ILCS 12/1 et seq., as amended, which requires public institutions of higher education to identify security-sensitive positions and make provisions for the completion of criminal background investigations prior to employing individuals in those positions. Background investigations shall be conducted in compliance with the Illinois Human Rights Act (775 ILCS 5/1-101 et seq.), as amended, and the Fair Credit Reporting Act (15 USC § 1681 et seq.), as amended.
2. The President is hereby authorized to approve regulations for the completion of appropriate criminal background investigations prior to the final selection of any candidate for a security-sensitive position. The President is further authorized to approve regulations for the completion of appropriate pre-employment investigations of candidates for other positions of employment, including but not limited to education, employment, and credential checks on all new hires. (3/13/03)

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The following requirements for company participation are detailed in a new University Guideline, which will be presented to the President for approval.

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H. Electronic Direct Deposit Policy

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The Board of Trustees of Southern Illinois University directs each campus to adopt an Electronic Direct Deposit Policy by July 1, 2011. Such policy shall require all newly hired and rehired employees, as a condition of employment, to participate in a direct deposit program with respect to receipt of wages, salaries, and employee travel and business expense reimbursements. Exceptions may be granted in order to comply with applicable State and Federal labor laws and in other limited circumstances as deemed appropriate by each campus. (5/13/10)

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Such regulations and any amendments thereto shall provide for proper adherence to all applicable laws, including the adoption of appropriate precautions against any mandatory disclosure of legally protected personal information such as social security numbers, personal financial records or confidential medical records, as a condition of consideration for employment.¶

The Intellectual Property Policy language was moved to 7 Policies of the Board of Trustees P.

Such regulations shall also provide for the identification of security-sensitive positions in accordance with the following standards:¶

J. Emergency Pay Policy

Positions which involve working with minors or individuals with diminished mental capacity.¶

1. In the event of an emergency that hinders normal operations, such as a natural disaster or pandemic, Southern Illinois University (SIU) may continue to provide pay and benefits to its employees under an emergency pay period(s).
 - a. Employees include all faculty, staff, students, graduate assistants, postdoctoral fellows, and temporary employees regardless of funding source.
 - b. During the period, employees will continue in the same pay, leave, and benefit status that was in place at the inception of the period while performing services as an employee for the University.
 - c. Employees who can work remotely are expected to continue to provide service during their regular work hours or a schedule that is more flexible based on supervisor's approval. Employees will be paid for hours worked at their current rate including any overtime earned according to FLSA guidelines.
2. The President shall have the authority to prescribe such guidelines deemed necessary to accomplish the purposes set forth in this policy.

Positions which involve providing for the safety of students, faculty, and staff.¶

Positions having regular access to controlled substances.¶

Positions which provide significant overall responsibility, defined at \$50,000 or more per day, for the control of University financial resources.¶

Such regulation shall also provide for the identification of other similar positions of employment for which pre-employment investigations may be performed, and provide for determination of the nature and amount of investigation appropriate to each position.¶

Potential applicants for security-sensitive and similar positions shall be notified that they may become subject to a criminal background or other pre-employment investigation, or both. Such notice shall be offered as early in the recruitment process as feasible ...

The following requirements for company participation are detailed in a new University Guideline, which will be presented to the President for approval.

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Section 2: Faculty and Staff

A. Definitions

1. Academic Year: The nine-month period referenced in employment contracts for academic year appointees, the specific dates of which are determined by the Chancellors.
2. Board: The Board of Trustees of Southern Illinois University.
3. Civil Service Employee: Any employee not exempt from coverage by the State Universities Civil Service System.
4. Continuing Appointment: A continuing appointment is one which is automatically renewed each year unless the appointee is given notice as specified in the appropriate personnel policies. All continuing appointees are subject to annual adjustments in salary and other conditions of employment.
5. Employee: Any person whose name appears on a University payroll, except student appointees and certain fellowships/traineeships that require past, present, or future services to the University or non-University employer. (9/11/08)
6. Employment Administration: The appointment, employment, workload, reassignment, promotion, demotion, salary adjustment, space assignment, tenure, termination, and all other terms and conditions of employment for employees under an executive officer.
7. Executive Officer: The President and Chancellors acting only as to their employees under his/her respective supervisory authority. (3/13/03)
8. Faculty: All persons holding academic rank.
9. Fiscal Year: July 1 through June 30.
10. Assistantships:
 - a. Undergraduate Assistantship: A position held by a duly registered undergraduate student appointed part-time in a paraprofessional endeavor related to a career/discipline and having contact hours with a faculty member or administrative/professional staff member, and registered in sufficient course work to achieve exemption from the State Universities Civil Service System.
 - b. Graduate Assistantship: A position held by a duly registered graduate student appointed part-time in professional or semi-professional endeavor and duly registered in sufficient course work to achieve exemption from the State Universities Civil Service System. This classification does not include Fellows who are assigned no specific duties.
(7/11/02)
11. Administrative/Professional Staff: The principal administrative appointees as determined by the Merit Board governing the State Universities Civil Service System.
12. Student Appointees: Student workers and undergraduate and graduate assistants.
(7/11/02)
13. Student Worker: A person appointed part-time and duly registered as a student for sufficient course work to achieve exemption from the State Universities Civil Service System.
14. Tenured Appointment: A tenured appointment signifies the permanent holding of an academic position of employment as governed by Board and University policies. Tenure applies only to a basic academic year appointment. A tenured faculty

member's employment contract is subject, however, to annual adjustments in salary, rank, or conditions of employment, and to generally applicable amendments to personnel policies of Southern Illinois University or SIUC or SIUE. Tenure shall be awarded only by the positive action of the Board of Trustees. An individual's tenure within Southern Illinois University shall be held in an academic unit or units at either Southern Illinois University Carbondale or Southern Illinois University Edwardsville as specified by each tenure document. (3/13/03, 3/24/16, 3/28/19)

15. Term Appointments: A term appointment is employment for a specified period of time. Term appointments may be renewed; however, reappointment to such a position creates no right to subsequent employment or presumption of a right to subsequent employment.
16. Termination of Employment: The interruption for cause of a tenured or untenured continuing or term appointment or Civil Service appointment.

B. *Appointment to Positions and Position Approval*

1. Appointments to Positions of Employment:
 - a. All appointments to positions of employment shall be made in the name of the Board as the employer.
 - b. All appointments are subject to applicable federal and state laws. All supervisors of other employees shall keep themselves informed of the currently applicable laws. Adherence to both the letter and the spirit of all civil rights laws is required.
 - c. No person who is related within the third degree of consanguinity or is the spouse, son-in-law, or daughter-in-law of a current member of the Board shall be appointed to a position of employment within three reporting levels of the President. This limitation reaches the Dean and equivalent levels. Relatives within the scope of this policy include parents, siblings, grandparents, aunts, uncles, nieces, nephews, and offspring, including children. (7/97)
2. Creation of Positions and Approval or Ratification of Appointments, Title Changes, Tenure, and Leaves:
 - a. The Board of Trustees shall approve the creation and/or appointment of the President, Board appointed officers, Chancellors, and the Dean and Provost of the SIU School of Medicine. The authority of the Finance Committee is retained to recommend approval by the Board.
 - b. On the recommendation of the President and prior to its public announcement, the Board of Trustees shall approve a position of employment created by the President which is within one reporting levels of the President, but is not a part-time, term, Civil Service or student appointment.
 1. The appointment to any such position or title change is tentative pending ratification by the Board.
 2. The authority of the Finance Committee is retained to recommend approval by the Board of the appointment or title change.
 3. The appointment or title change details shall include the individual's total compensation package, including compensation to be paid from any University Related Organization.

4. If a search waiver request is generated or initiated by the President, such search waiver must be reviewed and approved by the respective equal opportunity office at the campus that will otherwise process the position's appointment. In addition, such search waiver request generated or initiated by the President must be signed, or otherwise approved in writing, by the Chair of the Board of Trustees or Trustee designated by the Chair. (3/13/03, 12/08/11, 3/28/19)
- c. Prior to its public announcement, the President shall approve appointments, title changes or salary changes for an individual, who is within two reporting levels of a Chancellor, but is not a part-time, term, Civil Service or student appointment.
 1. The appointment to any such position is tentative pending ratification by the Board.
 2. The appointment, title change or salary change details shall include the individual's total compensation package, including compensation to be paid from any University Related Organization.
 3. If a search waiver is requested for a position within two reporting levels of the Chancellor, the President's approval of the search waiver is required.
- d. Employment Administration:
 1. The Board of Trustees shall approve all compensation changes for the President, Board appointed officers, Chancellors, the Provost and Dean of the SIU School of Medicine; except for annual raises from salary pools established during budget development. The authority of the Finance Committee is retained to recommend approval by the Board.
 2. The Finance Committee shall approve all compensation changes for the administrative/professional staff employees who are within one reporting level of the President, except for annual raises from salary pools established during budget development.
 3. The President has the delegated authority to take final action on employment administration for Board appointed officers, Chancellors and the Provost and Dean of the SIU School of Medicine, including any compensation funded from a University Related Organization, except as otherwise provided by Board policy.
 4. The President has delegated authority to take final action on employment administration for employees in the Office of the SIU System, including any compensation funded from a University Related Organization, except as otherwise provided by Board policy.
 5. The Chancellors have delegated authority to take final action of employment administration for SIUC and SIUE employees, including any compensation funded from a University Related Organization, except as otherwise provided by Board policy.
- e. The following personnel actions are also tentative pending ratification by the Board:
 1. Initial appointments of faculty to tenured and tenure track positions, including total compensation;
 2. Promotions of tenured and tenure track faculty;

3. The grant of academic tenure;
 4. Initial appointments and promotions of administrative/professional staff, including total compensation; and
 5. The grant of a leave with pay. (3/13/03)
- f. A tentative appointment is an appointment made by an executive officer pending ratification by the Board. A tentative appointment will expire if it has not been ratified, as required, as of the close of the day of the second Board meeting following the inception of the appointment, unless extraordinary circumstances have been demonstrated to and certified by the President. No reappointment of the same individual may then be made without prior Board approval, unless extraordinary circumstances have been demonstrated to and certified by the President.

C. *Conditions of Employment*

1. Appointment classifications:
 - a. Civil Service Employees: The general conditions of employment of Civil Service personnel are as set forth in the following documents:
 1. The State Universities Civil Service System Act (110 ILCS 70/0.01 *et seq.*), as amended;
 2. The Rules of the State Universities Civil Service System, Illinois Admin. Code tit. 80, Ch. VI, Part 250, as amended;
 3. The respective campus Civil Service Personnel Policies as approved by the Chancellors; and (3/13/03)
 4. Any applicable collective bargaining agreement.
 - b. Student Appointees: The general conditions of appointment of student appointees are as set forth in the State Universities Civil Service System Act, Rules of the State Universities Civil Service System and in the respective campus Student Appointee Personnel Policies as approved by the Chancellors.
 - c. Faculty and Administrative/Professional Staff: The general conditions of employment of faculty and administrative/professional staff are as set forth in the respective campus Faculty and Administrative/Professional Staff Personnel Policies as approved by the Chancellors. These policies may be promulgated in a single document or as two separate documents. The following distinctions shall be maintained between provisions for faculty and for professional staff: (2/28/07), (3/24/16, 3/28/19)
 1. Only faculty may become eligible for sabbatical leaves.
 2. Only faculty may become eligible for tenured appointments.
 3. The general conditions of employment of faculty are also as set forth in any applicable collective bargaining agreement.
 4. The usual faculty contract shall be for the academic year, and shall carry with it the obligation to perform ancillary duties, such as syllabus development, grading, and student advisement, which may require actions just before or after the calendar dates of academic terms.
 5. Faculty shall have the right and duty to participate in the formulation of academic policy affecting the performance of their duties, both by

direct participation within their academic unit and through their elected representatives to the Faculty Senate and Graduate Council.
(3/13/03)

- d. Restricted Term Appointments: The general conditions of restricted term appointments are for non-credit activities, under which the appointee is not otherwise employed as a faculty or staff member within any unit of the University and assumes no obligation to perform services for the University except those related to the specific non-credit activity or event for which the restricted term appointment is made. For the short term, non-credit activities, the restricted term appointment must be used in lieu of a purchase requisition for services, shall provide no expectation of reappointment and shall in no circumstances exceed three months in length.
2. All employees shall fully comply with all:
 - a. Applicable State and Federal laws;
 - b. Policies, regulations, and decisions of the Board of Trustees, and as amended; and (3/13/03)
 - c. Policies, guidelines, regulations, and decisions promulgated by the President, or Chancellor on his or her respective campus, or the supervisor to whom the employee reports, as amended. (3/13/03, 3/24/16, 3/28/19)
 3. The President and Chancellor, or their designees, are authorized to negotiate with recognized employee organizations. The President shall execute collective bargaining agreements on behalf of the Board. The Chancellor and his/her designees are authorized to implement the terms and conditions of collective bargaining agreements, including salary adjustments.
 4. Personnel policies shall adhere to the following standards:
 - a. Personnel policies will be regularly published and made available to affected employees and their asupervisors.
 - b. Each Chancellor is authorized to develop and approve personnel policies affecting employees under that executive officer's supervisory authority which are not inconsistent with the provisions of this chapter (Chapter 2, Faculty and Staff) or with personnel policies which do not otherwise require Board of Trustees or President approval.
 5. Paid absences: Personnel policies will provide for holidays, vacations for civil service and administrative/professional staff fiscal-year appointees, and leaves.
 - a. Holidays: Employees shall receive those legal holidays established by the State Universities Civil Service Act, 110 ILCS 70/45a. In addition, the Chancellors shall designate five (5) additional holidays, one of which shall be the Dr. Martin Luther King, Jr. holiday. The Chancellors shall establish a policy for non-represented employees which allows the employees to receive compensatory time off or other appropriate compensation if employees are required or authorized to work on one of these legal or designated holidays. For represented employees, the applicable collective bargaining agreement shall govern.
 - b. Vacation: Vacation earned shall not exceed 28 working days per year. No accrued vacation beyond two years' credit shall be paid out to an employee, unless otherwise required by State law or regulation.

- c. Sick Leave: Unused sick leave may be accumulated to provide for extended sick leave and disability benefits in an amount not exceeding 15 days per year.
- d. Administrative Closure:
 - 1. Closure of any or all parts of a campus may be declared by the Chancellors in response to a natural emergency, in support of national or State policy, for reasons of health and safety, or in response to a budgetary shortfall, including significant delays in state reimbursements. Announcement of such closure will specify campus guidelines regarding paid leaves during such closure.
 - 2. Administrative closure may also be declared for a period of up to three working days during the period December 23 through January 2, upon the determination of the respective Chancellor. Days designated for administrative closure during this period will be considered days of paid leave for all affected faculty and staff, except those who are necessary to the effective or efficient operation of the University. The Chancellors shall establish a policy for non-represented employees which allows the employees to receive compensatory time off or other appropriate compensation if employees are required or authorized to work on one of these administrative closure days. For represented employees, the applicable collective bargaining agreement shall govern.
 - 3. Days designated for administrative closure in response to a budgetary shortfall, including delays in state reimbursements, shall be considered days of unpaid leave for all affected faculty and staff and shall be limited to no more than one day per bi-weekly pay period or two days per month but not to exceed six days in a fiscal year. Unpaid administrative closures shall not be scheduled during time periods when classes are in session. Each campus may establish its own procedures to implement unpaid administrative closures. (09/16/10)
- e. Sabbatical and Professional Development Leaves: Sabbatical leaves for faculty and administrative/professional development leaves shall be granted only on the basis of an approved plan designed to improve the professional performance of the applicant which contains a recognition of an obligation to report in writing the execution of the plan and return to an assignment of duties wherein the leave experience will benefit the institution for a reasonable period of time but not less than the duration of the leave.
 - 1. No such leave shall exceed one calendar year in duration, and the rate of compensation during the leave shall not exceed the regular monthly rate of the applicant at the time the leave commenced plus annual increments computed on the same basis as for the applicant's peers.
 - 2. Full sabbatical leaves, not to exceed six months at full pay or a calendar year at half pay, may only be granted after the completion of a six-year period of consecutive full-time employment measured from the commencement of employment as a faculty member or six years after the termination of a previous sabbatical leave.

3. Policies concerning faculty may also provide for partial sabbatical leaves, not exceeding six months at half-pay, which may only be granted after the completion of a three-year- period of consecutive full-time employment or three years after the termination of a previous sabbatical leave.
 - f. Other paid absences: Other paid absences, such as those required for jury duty, certain military service, including active duty service during periods of national need, etc. shall also be addressed in the respective campus personnel policies as approved by the Chancellors, and shall be consistent with the provisions of this Chapter 2. (2/14/02)
6. Supplemental Benefits:
 - a. The Board of Trustees grants the President and / or Chancellors the authority to provide supplemental benefits to employees. Granting supplemental benefits is at the President's and / or Chancellors' discretion and the amounts are subject to funding availability. The President is authorized to prescribe guidelines on campus supplemental benefit policies.
 - b. The Chancellors are responsible for the establishment and administration of policies for supplemental benefits for their respective campuses. Campus supplemental benefit policies and any subsequent revisions are subject to approval by the President.
 - c. The policies shall direct the respective campus officials to implement procedures to comply with Federal and State laws, including reporting set forth by the Internal Revenue Service and other regulatory agencies, as applicable.
7. Nepotism: Personnel policies will prevent relatives within the third degree of consanguinity or spouses from making final personnel determinations for each other. Such relatives include, but are not limited to, parents, siblings, grandparents, aunts and uncles, nieces, and nephews, and children. (3/13/03)
8. Grievances: Personnel policies will provide for prompt resolution of grievances by means of:
 - a. Informal negotiations to be followed by, if necessary,
 - b. A formal process through which an officer or panel makes findings or recommendations or both, and for which a record is compiled;
 - c. A final determination by a responsible officer; and
 - d. Notice concerning the procedure for application for discretionary review by the Board.
9. Conflicts of interest and commitment: Personnel policies will address the problems of conflict of interest and commitment and concurrent employment by other employers. (3/13/03)
10. Tenure: Faculty and Administrative/Professional Staff Personnel Policies will provide for tenured appointments of faculty.
 - a. Eligible academic ranks: Tenure may be granted to persons holding the faculty rank of professor, associate professor, or assistant professor. (3/13/03)
 - b. Probationary service: The length of probationary service periods shall be specified in SIUC and SIUE policies on tenure, as approved by the President and in the initial employment contract.

1. The maximum probationary service period is six years.⁽¹⁾ except for faculty at the School of Medicine having a clinical and education commitment greater than their research component, in which case the maximum probationary service period is eight years.
 2. At SIUC, an assistant professor who has served previously as an instructor at SIUC may serve a total probationary period in both ranks not to exceed seven years.
 3. At SIUE, this maximum period may be extended by one year by mutual written agreement of the academic unit and the individual.
 4. Shorter probationary periods may be specified in campus policies on tenure or in the initial employment contract but should normally not be less than two years.
 5. The requirement of a minimum period of probationary service may be waived under conditions as specified in each institution's policy.
 6. By the end of the last year of the probationary service period of a faculty member the faculty member shall be notified in writing either that tenure has been awarded pending ratification by the Board of Trustees or that the faculty member's appointment will not be renewed after the following year.
- c. Recommendation for tenure:
1. The primary criteria to be utilized in the tenure decision process are performance in teaching, research, and service.
 2. The primary responsibility for the evaluation of the academic qualifications of an individual candidate for tenure rests with tenured faculty in the appropriate unit. If an individual has tenure at another institution and becomes employed full-time as a tenured member of the SIU faculty or a member of SIU's administration the individual must relinquish tenure at the other institution before commencing employment at SIU. (3/13/03)
 3. It is the responsibility of the head of each appropriate unit to evaluate annually each non-tenured faculty member in a tenurable rank within that unit and to individually inform such faculty members of their professional performance as measured by such evaluation.
 4. Grievances arising out of a recommendation that tenure be denied shall be filed in writing and resolved through the approved faculty grievance procedures of SIUC including the School of Medicine or SIUE. In such cases, the burden of proof rests on the individual faculty member. (3/13/03)

(1) Assistant professors having job descriptions with a clinical and education commitment greater than their research commitment shall be notified in writing that tenure has been awarded at the end of the eight-year probationary period or that the appointment will not be renewed at the end of the ninth year.

11. Professional positions:

- a. Tenure does not apply to positions on the administrative/professional staff. A person shall not be deprived of tenure, or the highest academic rank attained because of assignment to an administrative/professional staff

position under the authority of the Board of Trustees. Such appointment shall not deprive a person of service credit attained toward the achievement of tenure or limit a person's normal progress toward tenure or promotion. The functions, titles, salaries, and annual periods of employment of persons in administrative/professional staff positions shall be distinct and severable from their faculty status.

- b. Upon reassignment to duty in the tenured position, the monthly salary therein shall be determined after consultation with the individual on the basis of the nature of the position, the experience, academic qualifications and previous service of the individual, and the salary range within the department, school or college to which reassignment is made. Reassignment of duties may occur at any time. Adjustments in salary may occur at the end of any fiscal year or within a fiscal year if for cause duly stated. (3/13/03)

12. Notice of non-reappointment: The Faculty and Administrative/Professional Staff Personnel Policies will provide for such notice for faculty in tenure-eligible ranks and other employees on continuing appointments. Term appointments are for a specified period of time and expire at the end of the term stated in the notice of appointment; no separate notice of non-reappointment need be given for such appointments. Notice of non-reappointment of administrative/professional staff and untenured faculty on continuing appointments shall be given in writing as follows:

First appointment year	No less than 3-months notice
Second appointment year	No less than 6-months notice
Third and subsequent appointment years	No less than 1-year notice

13. Notice period need exceed the length of the appointment. The notice periods shall be proportionally shortened for appointments of less than an academic or fiscal year. Notice periods longer than those stated above may be incorporated in the Faculty and Administrative/Professional Staff Personnel Policies.

14. Outside professional activities: Personnel policies will provide for the reporting to and regulation by the executive officers of extramural research, consulting, and employment of faculty and administrative/professional staff so that such activities complement professional performance. When such activities are of a nature that administrative involvement in their conduct is necessary or desirable to facilitate the complementary effect on professional performance, additional or supplementary policies may be promulgated by the executive officer, subject to the approval of the President. Such policies may govern administrative involvement and provide for the payment or reimbursement of the administrative expense from the proceeds of the external activity. Examples of the latter include, without limitation, patents, copyrights, and clinic practice of professionals conducted pursuant to the educational mission of SIUC or SIUE.

15. Personnel policies will provide for a drug-free workplace which shall meet the minimum standards of applicable statutes or rules having the force of law and will be promulgated by the Chancellors at their respective campuses. (3/13/03)

16. Personnel policies will provide for Family and Medical Leave which shall meet the minimum standards of applicable statutes or rules having the force of law.

D. Fiscal Emergency

1. The Board has the authority to declare a fiscal emergency and to provide specific directions to cope with such emergency. (3/13/03)
 - a. The Board shall determine that a fiscal emergency exists and assess the extent of that emergency. (3/13/03)
 - b. The Board may recognize a fiscal emergency ranging from a temporary financial crisis to a long-term loss of resources. (3/13/03)
 1. A short term fiscal emergency is the condition of financial necessity, which results when a decline in financial support is such as to require a reduction within the fiscal year in the personal services budget exceeding that which may be accomplished by attrition or non-renewal of term positions or other such measures after all workable reductions in support and operational costs have been made.
 2. A long-term fiscal emergency is the condition of financial exigency, which results when an imminent financial crisis will require long-term programmatic reductions and termination of tenured faculty.
2. The Board of Trustees will consider a declaration of fiscal emergency for either institution or for the University when such a proposal from the President is placed on the Board agenda. (3/13/03)
 - a. Representatives of the concerned SIUC or SIUE constituencies shall be consulted as far in advance as possible and continuously involved in making the decision to ask that the Board declare a condition of fiscal emergency.
 - b. A matter proposing the declaration of a fiscal emergency and approval of a plan developed to deal with that emergency shall contain the following information:
 1. A description of the fiscal situation which makes the action advisable.
 2. A description of specific economic measures, such as the reduction of support costs, freezing of vacancies, non-renewal of term positions, and the like, which have already been invoked in an effort to deal with the situation.
 3. A description of the proposed action.
 4. An explanation of how the proposed scope and manner of execution of the proposed measures are proportional to the fiscal emergency and will cause the least possible disruption of the educational process and will inflict minimal hardship on employees.
 5. An indication of how employees will be notified of the measures to be implemented by the proposed action and the method and period of notice to apply before that implementation.
 6. A specification of the exemptions from the proposed action, if any, which will be required to safeguard the campuses and the conduct of uninterrupted activity if the proposed action is authorized, and an indication that the proposal otherwise has general application

across the University employment spectrum, including administrative personnel.

7. A report on the manner in which the constituencies have had an opportunity both to review the situation and the proposed action and to advise the executive officer.
 8. An indication of how the proposed action will apply to Civil Service employees in terms of established Civil Service Rules and Regulations.
3. The Board will authorize actions to adjust University operations to the limitations of a declared fiscal emergency.
 - a. The Board must be satisfied that all reasonably possible economic measures have been taken before authorizing a reduction in personnel services.
 - b. The Board will authorize procedures commensurate with the magnitude of the fiscal emergency. Such procedures may include but are not limited to measures such as invoking a mandatory leave without pay for all employees in a declared financial necessity situation or such measures as long-term programmatic reductions requiring termination of appointment for employees with and without tenure in a declared financial exigency situation. Such procedures will be open to review and comment by administration and constituency bodies.
 - c. In a fiscal emergency situation, if budget reductions across-the-board are mandated by the Board, each basic academic or service unit will be involved in distributing its specific program and personnel changes.
 - d. In a financial exigency situation, if budget reductions mandated by the Board are to be made programmatically, the administration will involve an appropriate faculty or constituency body in determining where within the overall academic or other program termination of appointments may occur.
 4. Any actions affecting an institution resulting from a declaration of fiscal emergency shall recognize the personnel policies of that institution so far as they are not in conflict with the fiscal procedures approved to cope with the emergency.
 5. A declaration of fiscal emergency will be in effect only during the fiscal year for which it is declared.
 6. Employees who receive notices that their appointments are to be terminated or who are placed into a leave of absence status because of a fiscal emergency shall have the right to appeal through appropriate SIUC or SIUE grievance procedures.
 7. Pursuant to *2 Policies of the Board C.1.c.3*, the basic term of faculty appointment remains the academic year, and individual contract renewals which reduce the period of employment to not less than an academic year will continue to be at administrative discretion.

E. Supplemental Retirement Plan (Tax-Deferred Annuities)

1. The President of Southern Illinois University is authorized to direct payments for eligible employees to companies approved under each campuses' Supplemental Retirement Plan ("Plan") as described in the corresponding campuses' Supplemental Retirement Plan Document and as described in Sections 403(b) and 403(b)(7) of the Internal Revenue Code, respectively, as amended.

2. The University shall administer the Plan in compliance with all related statutes for all eligible University faculty and staff members, on a voluntary basis, with participation by those approved companies authorized under the Plan. (3/13/03, 12/09/10)
3. The President shall have the authority to prescribe such additional guidelines deemed necessary to accomplish the purposes set forth in this policy and shall name a plan administrator for each campus. (3/13/03, 12/09/10)
 - a. The guidelines shall prescribe the method of approval for companies to participate in the Plan. (12/09/10)
 - b. The guidelines shall prescribe the method by which a company may be suspended or removed from the campuses' list of approved companies. (12/09/10)
 - c. Neither the Board of Trustees, nor any representative thereof, will recommend any one qualified company to employees.

F. Indemnification Policy

1. The Board established the Risk Management Insurance Programs *5 Policies of the Board H* to fund defense and indemnity costs. The Board authorizes the President to approve Guidelines related to the administration of the Risk Management Insurance Programs.
2. Subject to the Guidelines of the Risk Management Insurance Programs, each Trustee, officer, employee, and student appointee of Southern Illinois University, whether or not in office, and the heirs, executors, administrators, and assigns thereof shall be indemnified by the Board of Trustees against all costs and expenses reasonably incurred by or imposed upon such person or such person's estate in connection with or resulting from an action, suit, proceeding, claim, or investigation, civil or criminal, to which such person or such person's estate shall or may be made a party, or with which such person or person's estate shall or may be threatened, by reason, directly or indirectly, of any action or omission to act in the scope of such person's appointment as a Trustee, officer, employee, or student appointee of the University.
3. Indemnification may be extended, provided that:
 - a. No such Trustee, officer, employee, or student appointee shall be indemnified against or be reimbursed for any cost or expense arising out of such person's own willful misconduct;
 - b. The Trustee, officer, employee, or student appointee has given prompt notice to the Office of the Board of Trustees of the action, suit, proceeding, claim, or investigation or threat of same;
 - c. The Trustee, officer, employee, or student appointee has agreed to legal representation by counsel acting on the matter for the Board of Trustees, or in the event of conflict of interest on the part of such counsel by individual counsel acceptable to the Board and its counsel, which acceptance shall not be reasonably withheld; and
 - d. The cost or expense is not reasonably recoverable from any other source.
4. The costs and expenses against which any Trustee, officer, employee, or student appointee of the University shall be so indemnified shall be those actually paid or

for which liability is actually incurred, including sums paid in settlement of any such action, suit, proceedings or claim, on advice of competent counsel and with the concurrence of the Board of Trustees, and irrespective of whether such costs or expenses are taxable costs as defined or allowed by statute or rule of court.

5. These rights of indemnification shall be supplementary to any other rights with respect to any such costs and expenses to which the Trustee, officer, employee, or student appointee may otherwise be entitled against the Board of Trustees or any other persons. (3/13/03)
6. A Trustee, officer, employee, or student appointee shall not be deemed to have been guilty of willful misconduct in the performance of duty as a Trustee, officer, employee or student appointee, as to any matter wherein such person relied upon the opinion or advice of legal counsel employed or retained by or for the Board of Trustees, or relied upon erroneous information or advice furnished by an officer, or an employee of the University, and which was accepted in good faith from such persons.
7. "Willful misconduct," as the term is used herein, includes but is not limited to the intentional violation of a law or of a regulation having the force of law or of the directive of a superior University authority.

G. Pre-employment Investigations Policy

1. The Board of Trustees of Southern Illinois University is committed to full compliance with the Illinois Campus Security Enhancement Act of 2008 (110 ILCS 12/1 *et seq.*), as amended, which requires public institutions of higher education to identify security-sensitive positions and make provisions for the completion of criminal background investigations prior to employing individuals in those positions. Background investigations shall be conducted in compliance with the Illinois Human Rights Act (775 ILCS 5/1-101 *et seq.*), as amended, and the Fair Credit Reporting Act (15 USC § 1681 *et seq.*), as amended.
2. The President is hereby authorized to approve regulations for the completion of appropriate criminal background investigations prior to the final selection of any candidate for a security-sensitive position. The President is further authorized to approve regulations for the completion of appropriate pre-employment investigations of candidates for other positions of employment, including but not limited to education, employment, and credential checks on all new hires. (3/13/03)

H. Electronic Direct Deposit Policy

The Board of Trustees of Southern Illinois University directs each campus to adopt an Electronic Direct Deposit Policy by July 1, 2011. Such policy shall require all newly hired and rehired employees, as a condition of employment, to participate in a direct deposit program with respect to receipt of wages, salaries, and employee travel and business expense reimbursements. Exceptions may be granted in order to comply with applicable State and Federal labor laws and in other limited circumstances as deemed appropriate by each campus. (5/13/10)

I. Emergency Pay Policy

1. In the event of an emergency that hinders normal operations, such as a natural disaster or pandemic, Southern Illinois University (SIU) may continue to provide pay and benefits to its employees under an emergency pay period(s).
 - a. Employees include all faculty, staff, students, graduate assistants, postdoctoral fellows, and temporary employees regardless of funding source.
 - b. During the period, employees will continue in the same pay, leave, and benefit status that was in place at the inception of the period while performing services as an employee for the University.
 - c. Employees who can work remotely are expected to continue to provide service during their regular work hours or a schedule that is more flexible based on supervisor's approval. Employees will be paid for hours worked at their current rate including any overtime earned according to FLSA guidelines.
2. The President shall have the authority to prescribe such guidelines deemed necessary to accomplish the purposes set forth in this policy.

**Proposed move of the Intellectual Property Policy from
2 Policies of the Board of Trustees H to 7 Policies of the Board of Trustees P**

P. Intellectual Property Policy

The purpose of this Intellectual Property Policy is to delineate the obligations of the persons that are governed by this SIU-S Intellectual Property Policy and those obligations of the Southern Illinois University – System (SIU-S). This Intellectual Property Policy does not apply to logos, identifiers or other branding materials related to SIU-S and/or its campuses. The Board encourages its faculty, staff and students employed or enrolled at Southern Illinois University Carbondale (SIUC), Southern Illinois University Edwardsville (SIUE), the Southern Illinois University School of Medicine (SIU-SOM) and the Office of the President (each of which shall be individually referred to as SIU Entity and shall encompass their respective satellite sites) to undertake research and other scholarly and creative endeavors. Basic policies of the Board support freedom of research and unrestricted dissemination of information. Research and other scholarly activities that produce and disseminate new knowledge are an important part of the work of a comprehensive academic institution. The philosophy of the Board is that such activities should always maintain an intrinsic relationship to the mission of the institution.

As a state institution, the Board of Trustees is responsible to itself and to the public for the kinds of research and other scholarly and creative activities that the Board supports and for obtaining the greatest public benefit from such research and activities. The Board therefore encourages faculty and staff to seek intellectual property protection when warranted. Such protection promotes investment that advances the development and availability of discoveries to maximize the public benefit achieved via faculty and staff research. All faculty and staff members are required by the conditions of their employment to abide by this Intellectual Property Policy unless they are governed by a separate intellectual property policy negotiated by a collective bargaining unit.

Each SIU Entity may have its own intellectual property committee to assist in advising on the disposition of disclosures presented to the SIU System’s Office of Technology Management and Industry Relations (OTMIR). The SIUC University Intellectual Property Committee’s composition and authority is dictated by Addendum C collective bargaining agreement between the Board of Trustees of Southern Illinois University and the SIUC Faculty Association, IEA-NEA. Addendum C of that Agreement applies to tenured and tenure-track Faculty employees represented by the SIUC Faculty Association. For all other employees and students, the use of the University Intellectual Property Committee shall be at the discretion of the Vice Chancellor for Research. A School of Medicine Intellectual Property Committee, appointed by the Dean and Provost of the School of Medicine, exists to review, and make recommendations for the disposition of intellectual property developed at the School of Medicine. The Associate Provost of Research at Southern Illinois University Edwardsville may convene an ad hoc intellectual property advisory committee based on his/her discretion for recommendations. The OTMIR shall govern this policy as it applies to the faculty, employees, administrators, staff, students, and other persons under the auspices of the Board and shall advise each SIU Entity on matters related to the

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disposition of intellectual property assets that benefit the university and the community it serves as a whole.

The Intellectual Property Policy concerning new technologies, discoveries, inventions or potential inventions (including products, processes, or any improvements thereof) (hereinafter collectively referred to as “innovations”), and copyrightable materials that accrue from research or scholarly and creative activities conducted by faculty, employees, administrators, staff, students and other persons (hereinafter referred to as creator(s)/author(s)) is as follows:

I. Intellectual Property Covered by this Policy

This Intellectual Property Policy supersedes all previous policies that cover intellectual property matters at the individual SIU Entities and shall apply to all intellectual property (innovations and copyrightable materials as defined below) except those created by employees that are covered by a collective bargaining unit that have negotiated a separate intellectual property policy. Furthermore, as a condition of their employment with the Board, all employees **will assign and hereby do assign** their ownership rights in intellectual property covered by this Intellectual Property Policy to the Board of Trustees of Southern Illinois University, pursuant to the details below.

A. Innovations:

Any innovation, including discovery, records (such as laboratory notebooks), data (including databases, tables and spreadsheets), trade secrets and know-how, developed by an employee, student, or other user of facilities or resources of the Board that meets the criteria detailed in this section belongs to the Board and shall be used and controlled according to the discretion of SIUC, SIUE, and SIU-SOM in ways that will produce the greatest benefit to the university and to the public. All employees are required to report any such innovation through their respective SIU Entity where the employee resides and the SIU Entity will determine the disposition thereof, in the manner set forth below.

Innovations include anything: 1) developed within the scope of an employee's duties; 2) developed in whole or in part by the use of University facilities or resources; 3) developed as the result of efforts carried on by, or under the direction of, any employee, student, or other user of University facilities or resources; or 4) developed in part or in full from University funds or from funds under the control of or administered by the Board.

B. Copyrightable Material:

The Board shall not place any claim or restriction on any copyrightable material resulting from scholarly activity. Copyrightable materials include but are not limited to: 1) textbooks, workbooks, articles, online content and other forms of literary matter; 2) dramatic works and materials; 3) educational television/radio programs and works in such other media as films, videotapes, and recordings; 4) musical compositions and visual art; 5) tests and other measurement devices; and 6) computer software. Scholarly activity shall be defined as academic work done by the

independent initiative of the copyright creator(s). These copyrightable materials shall be owned by the copyright creator. Examples of works that may be deemed scholarly activity include, but are not limited to:

- Classroom materials, including syllabi, notes, handouts, tests, and other academic assessment devices;
- Educational courseware, including web-based and other electronic based materials, used on campus or in distance learning;
- Theses and dissertations;
- Articles, manuscripts, and book chapters;
- Books, including textbooks, workbooks, scholarly monographs, and anthologies;
- Works of non-fiction, fiction, and poetry;
- Educational television/radio programs and other works in audio-visual media;
- Musical compositions and performances;
- Dramatic works, including any accompanying music, pantomimes, and choreographic works;
- Pictorial, graphic, or sculptural works;
- Technologically based works such as blogs, tweets, and other forms of social media; and
- Other works of art that are not created as an institutional initiative.

Copyrightable material produced under specific written contract with the Board or copyrightable material that has a commercial application outside of the academic field belongs to the Board and shall be used and controlled according to the discretion of SIUC, SIUE, and SIU-SOM in ways that will produce the greatest benefit to the university and to the public. Copyrightable material produced under specific written contract means any copyrightable material which (1) a faculty or staff member prepares under the scope of his or her employment responsibilities with the Board and (2) falls under one of the following scenarios: (a) results in a commercially viable application, (b) is governed by a third party sponsored research or work-for-hire contract, or (c) is commissioned by an SIU Entity or the Board.

II. Innovations Developed Independent of SIU-S

If an innovation is developed by an employee or student of the Board outside the criteria as defined in Section I(A), it belongs to the employee or student. This would allow the creator/author to pursue his or her own intellectual property rights or to pursue joint intellectual property rights with the Board. In either case, detailed documentation should be kept by the creator/author about when, where, and by whom the innovation occurred. Such documentation may be needed to establish the rights of the creator/author to the innovation, as well as to pursue the pertinent intellectual property rights, in the event that the resources used to create or discover the innovation are not obvious.

If an innovation is developed by a non-paid student of the Board independent of his or her interaction with the Board, then the innovation is presumed to reside with the student. Intellectual property created as part of a course will belong to the Board when some or all of the course work involved is governed by a third party agreement obligating the Board to assign or transfer intellectual property rights to the sponsoring entity, or the student uses significant Board funding or resources. All paid students are considered employees of the Board and the innovation that occurred as a result of their employment

shall be governed by Section I.A. If the non-paid student uses substantial funding or resources of the university such as lab equipment, materials, or faculty or staff mentorship, innovations developed by the use of this funding, or resources shall be owned by the Board. Board affiliates, such as medical residents, unpaid adjunct professors, and students may petition the Board to support innovation that would otherwise be owned by the affiliate. In the event that the Board agrees to support the innovation, then the Board will support the intellectual property assets that may be secured as a result of their innovation in accordance with this policy. In the event of such support, the Board affiliate or student shall enjoy the income distribution as defined in Section VI.

III. Procedure for Disclosure and Approval

Innovations covered by this policy must be disclosed by the creator(s)/author(s) in writing to the Office of Technology Management and Industry Relations (OTMIR). If the innovation is the subject of a contract, grant or sponsored research agreement, the OTMIR will dispose of the intellectual property asset consistent with the terms of the governing contract, grant, or sponsored research agreement. When a request to evaluate an innovation is received, the OTMIR will then evaluate the innovation based on its protectability and likelihood of market success to develop a recommended course of disposition. The OTMIR will present their opinion related to the disposition of the innovation to the creator(s)/author(s). To ensure maximum protection and preservation of intellectual property rights, disclosure of an innovation to the OTMIR should occur **prior** to any publication or other public disclosure of the innovation. After review, the creator(s)/author(s) may elect to advance the disclosure for institutional approval through the appropriate advising committee, should one apply. In the event that the OTMIR believes the innovation has commercial merit and the creator(s)/author(s) elect not to advance the innovation for institutional approval, the OTMIR may advocate for the support and ownership of the innovation by SIU-S in place of the creator(s)/author(s).

The individuals authorized to approve institutional support for innovation protection and development shall be the Vice Chancellor for Research for SIUC (excluding SIU-SOM employees and students), the Dean and Provost of the School of Medicine for the SIU-SOM, and the Associate Provost for Research for SIUE. Collectively and individually, these administrators shall be referred to as "Senior Research Administrators" and "Senior Research Administrator" and their duties as outlined within this Intellectual Property Policy may be delegated. In the event that innovations are developed by personnel at more than one SIU Entity, the OTMIR shall have the discretion to decide which Senior Research Administrator to solicit for institutional support. The Senior Research Administrator shall have the discretionary right to use their institutional resources to support the protection and development of the intellectual property asset on the condition that ownership rights to those assets are assigned to the Board of Trustees of Southern Illinois University.

IV. Options for Disposition of Innovations

The Senior Research Administrators will determine the disposition of the innovation. In the event that an innovation has contributing work from more than one SIU Entity, a consensus on the appropriate disposition shall be sought from all Senior Research Administrators of which the innovation has a contributor. Such disposition may include, but is not limited to, the following options: A) release to the creator(s)/author(s) of a defined scope of intellectual property interest subject to the repayment clause at the end of this section; B) retention by the university for development, licensing, etc.; or C) release to the individual or agency

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sponsoring the project in the course of which the innovation was made. The release will only be limited to the innovation that was disclosed to the OTMIR. Upon request by the creator(s)/author(s), any disposition decision for an innovation may be reconsidered by the procedure outlined in Section III based on further developments that occur after the initial disposition decision is made.

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The OTMIR will provide the creator(s)/author(s) an evaluation within three (3) months from the date of the received evaluation request form. Should the creator(s)/author(s) elect to have the appropriate SIU Entity pursue the innovation, the creator(s)/author(s) shall be notified of the disposition decision within three (3) months of that election. Should the OTMIR or the SIU Entity fail to adhere to either of these three month time periods, the creator(s)/author(s) may petition OTMIR to relinquish all rights or portion thereof in any intellectual property interests that have been established. Often, the OTMIR works with the creator(s)/author(s) to work out a plan to enhance the likelihood of institutional support. Under this scenario, the time periods discussed above may take longer than three months and the OTMIR may elect not to support the relinquishment of the rights of the university's intellectual property interest. At any time, the Senior Research Administrator on the respective SIU Entity shall have the ultimate decision making authority to relinquish the university's rights in the innovation. Should any intellectual property be returned to the creator(s)/author(s), the creator(s)/author(s) shall be required to repay the appropriate SIU Entity for its sunk intellectual property costs subject to the creator(s)/author(s) profiting from said intellectual property. The recovery of these sunk intellectual property costs, including those internal costs as defined and accounted for in the published fee schedule, may be recovered in a manner or waived altogether as deemed appropriate by the Senior Administrator.

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V. Impact of Grants and Contracts on Intellectual Property Rights

Grants/contracts between the Board and any other agency shall, whenever feasible, state clearly the obligations and rights of the Board and of the cooperating agency, and the procedure to be followed should the activity result in innovations. Grants and contracts from various agencies frequently require the agency's prior approval of the terms and conditions of intellectual property agreements dealing with the development and dissemination of products resulting from activities performed under the grant/contract. In such cases, the OTMIR shall assist as applicable in negotiating with the sponsoring agency about future intellectual property rights and licensing agreements. Situations not specified in the agreement with the sponsoring agency will be subject to this Intellectual Property Policy.

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If innovations are created with federal funding, the federal government will retain various rights in intellectual property created with the support of that federal funding. If an innovation is retained by the Board, then the Board will be responsible for compliance with all federal regulations. If an innovation is released to the creator(s)/author(s), then the creator(s)/author(s) will be responsible for compliance with all federal regulations.

VI. Income Distribution

If revenue is received by the Board from any intellectual property rights (patents, copyrights, technology products, trade secrets, trademarks, trade dress, etc.) associated with an innovation or commercial application outside of the academic field, all costs of procuring, developing, and administering such intellectual property rights, as well as costs for license agreement(s) and consulting services associated with those rights, shall first be paid from

such revenue. Such costs may further include substantial undertakings by the OTMIR, such as drafting patent applications and are subject to a fee schedule as outlined in Section VII. All income in excess of such expenses shall be distributed amongst the creator(s)/author(s), the SIU Entity from which the innovation was generated and creator/author's college/school and department. The creator(s)/author(s) shall receive 45%, the SIU Entity from which the innovation was generated shall receive 45%, the creator/author's college/school shall receive 5% and the creator/author's department shall receive 5% of net income received. If the creator/author does not report to a department (i.e. such as an administrative employee), then the unit to which the creator/author resides shall receive 5% of the income received, the SIU Entity from which the innovation was generated shall receive the other 50% and the creator/author shall receive 45%. If the creator/author is a Board affiliate, then the SIU Entity shall receive 55% and the Board affiliate shall receive 45% of income received.

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Multiple creators/authors sharing in income shall decide among themselves how their share is to be divided, with the stipulation that the creators/authors shall divide one share of the 45% interest defined above. The allocation of the share among multiple creators/authors should be reported to the OTMIR at the time the creators/authors elect to proceed with seeking institutional support for their innovation. If the allocation of the share is not reported, the share will be allocated equally among all creators/authors. Income allocation for each distinct innovation is a one-time, irrevocable decision.

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VII. Services Performed by the OTMIR

As warranted, the OTMIR may submit and prosecute patent applications with the United States Patent and Trademark Office. Those services constitute an internal cost for effort and shall be subjected to a fee schedule as published by the OTMIR after approval by the Senior Research Administrators. Those costs shall be recovered by the SIU Entity from which the innovation originated before a distribution is made as outlined in Section VI.

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VIII. Responsibility of Creator(s)/Author(s) Regarding Intellectual Property Rights

If the Board elects to retain ownership in an innovation, the creator(s)/author(s) shall supply on a timely basis all information and execute all papers necessary for: A) preparing and/or pursuing intellectual property rights; B) pursuing and/or executing licensing agreements; and C) executing formal assignment documents for such innovations covered under this policy.

IX. Resolution of Controversy between SIU-S and Creator(s)/Author(s)

Any controversy or claim arising out of this statement of policy, or an agreement between the creator(s)/author(s) and the Board delineating individual and Board rights, claims, and responsibilities, or the breach thereof, shall follow the internal grievance procedures of the SIU Entity to which the creator(s)/author(s) report. If no agreement results from internal grievance procedures, arbitration shall be sought in accordance with the rules of the American Arbitration Association.

X. Amending this Policy

Any amendment to this policy shall be subject to consultation by an IP Policy Advisory Group that shall comprise of the Executive Director of Office of Technology Management and Industry Relations and the Senior Research Administrators and two faculty representatives from each SIU Entity as appointed by the Senior Research Administrators.

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The Board shall have the ultimate authority to approve the amendment as presented by IP Policy Advisory Group. The faculty representatives shall have at least one invention disclosure on file with the OTMIR and have generated copyrightable material.

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***Proposed move of the Intellectual Property Policy from
2 Policies of the Board of Trustees H to 7 Policies of the Board of Trustees P***

P. Intellectual Property Policy

The purpose of this Intellectual Property Policy is to delineate the obligations of the persons that are governed by this SIU-S Intellectual Property Policy and those obligations of the Southern Illinois University – System (SIU-S). This Intellectual Property Policy does not apply to logos, identifiers or other branding materials related to SIU-S and/or its campuses. The Board encourages its faculty, staff and students employed or enrolled at Southern Illinois University Carbondale (SIUC), Southern Illinois University Edwardsville (SIUE), the Southern Illinois University School of Medicine (SIU-SOM) and the Office of the President (each of which shall be individually referred to as SIU Entity and shall encompass their respective satellite sites) to undertake research and other scholarly and creative endeavors. Basic policies of the Board support freedom of research and unrestricted dissemination of information. Research and other scholarly activities that produce and disseminate new knowledge are an important part of the work of a comprehensive academic institution. The philosophy of the Board is that such activities should always maintain an intrinsic relationship to the mission of the institution.

As a state institution, the Board of Trustees is responsible to itself and to the public for the kinds of research and other scholarly and creative activities that the Board supports and for obtaining the greatest public benefit from such research and activities. The Board therefore encourages faculty and staff to seek intellectual property protection when warranted. Such protection promotes investment that advances the development and availability of discoveries to maximize the public benefit achieved via faculty and staff research. All faculty and staff members are required by the conditions of their employment to abide by this Intellectual Property Policy unless they are governed by a separate intellectual property policy negotiated by a collective bargaining unit.

Each SIU Entity may have its own intellectual property committee to assist in advising on the disposition of disclosures presented to the SIU System's Office of Technology Management and Industry Relations (OTMIR). The SIUC University Intellectual Property Committee's composition and authority is dictated by Addendum C collective bargaining agreement between the Board of Trustees of Southern Illinois University and the SIUC Faculty Association, IEA-NEA. Addendum C of that Agreement applies to tenured and tenure-track Faculty employees represented by the SIUC Faculty Association. For all other employees and students, the use of the University Intellectual Property Committee shall be at the discretion of the Vice Chancellor for Research. A School of Medicine Intellectual Property Committee, appointed by the Dean and Provost of the School of Medicine, exists to review, and make recommendations for the disposition of intellectual property developed at the School of Medicine. The Associate Provost of Research at Southern Illinois University Edwardsville may convene an ad hoc intellectual property advisory committee based on his/her discretion for recommendations. The OTMIR shall govern this policy as it applies to the faculty, employees, administrators, staff, students, and other persons under the auspices of the Board and shall advise each SIU Entity on matters related to the

disposition of intellectual property assets that benefit the university and the community it serves as a whole.

The Intellectual Property Policy concerning new technologies, discoveries, inventions or potential inventions (including products, processes, or any improvements thereof) (hereinafter collectively referred to as “innovations”), and copyrightable materials that accrue from research or scholarly and creative activities conducted by faculty, employees, administrators, staff, students and other persons (hereinafter referred to as creator(s)/author(s)) is as follows:

I. Intellectual Property Covered by this Policy

This Intellectual Property Policy supersedes all previous policies that cover intellectual property matters at the individual SIU Entities and shall apply to all intellectual property (innovations and copyrightable materials as defined below) except those created by employees that are covered by a collective bargaining unit that have negotiated a separate intellectual property policy. Furthermore, as a condition of their employment with the Board, all employees **will assign and hereby do assign** their ownership rights in intellectual property covered by this Intellectual Property Policy to the Board of Trustees of Southern Illinois University, pursuant to the details below.

A. Innovations:

Any innovation, including discovery, records (such as laboratory notebooks), data (including databases, tables and spreadsheets), trade secrets and know-how, developed by an employee, student, or other user of facilities or resources of the Board that meets the criteria detailed in this section belongs to the Board and shall be used and controlled according to the discretion of SIUC, SIUE, and SIU-SOM in ways that will produce the greatest benefit to the university and to the public. All employees are required to report any such innovation through their respective SIU Entity where the employee resides and the SIU Entity will determine the disposition thereof, in the manner set forth below.

Innovations include anything: 1) developed within the scope of an employee's duties; 2) developed in whole or in part by the use of University facilities or resources; 3) developed as the result of efforts carried on by, or under the direction of, any employee, student, or other user of University facilities or resources; or 4) developed in part or in full from University funds or from funds under the control of or administered by the Board.

B. Copyrightable Material:

The Board shall not place any claim or restriction on any copyrightable material resulting from scholarly activity. Copyrightable materials include but are not limited to: 1) textbooks, workbooks, articles, online content and other forms of literary matter; 2) dramatic works and materials; 3) educational television/radio programs and works in such other media as films, videotapes, and recordings; 4) musical compositions and visual art; 5) tests and other measurement devices; and 6) computer software. Scholarly activity shall be defined as academic work done by the

independent initiative of the copyright creator(s). These copyrightable materials shall be owned by the copyright creator. Examples of works that may be deemed scholarly activity include, but are not limited to:

- Classroom materials, including syllabi, notes, handouts, tests, and other academic assessment devices;
- Educational courseware, including web-based and other electronic based materials, used on campus or in distance learning;
- Theses and dissertations;
- Articles, manuscripts, and book chapters;
- Books, including textbooks, workbooks, scholarly monographs, and anthologies;
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- Musical compositions and performances;
- Dramatic works, including any accompanying music, pantomimes, and choreographic works;
- Pictorial, graphic, or sculptural works;
- Technologically based works such as blogs, tweets, and other forms of social media; and
- Other works of art that are not created as an institutional initiative.

Copyrightable material produced under specific written contract with the Board or copyrightable material that has a commercial application outside of the academic field belongs to the Board and shall be used and controlled according to the discretion of SIUC, SIUE, and SIU-SOM in ways that will produce the greatest benefit to the university and to the public. Copyrightable material produced under specific written contract means any copyrightable material which (1) a faculty or staff member prepares under the scope of his or her employment responsibilities with the Board and (2) falls under one of the following scenarios: (a) results in a commercially viable application, (b) is governed by a third party sponsored research or work-for-hire contract, or (c) is commissioned by an SIU Entity or the Board.

II. Innovations Developed Independent of SIU-S

If an innovation is developed by an employee or student of the Board outside the criteria as defined in Section I(A), it belongs to the employee or student. This would allow the creator/author to pursue his or her own intellectual property rights or to pursue joint intellectual property rights with the Board. In either case, detailed documentation should be kept by the creator/author about when, where, and by whom the innovation occurred. Such documentation may be needed to establish the rights of the creator/author to the innovation, as well as to pursue the pertinent intellectual property rights, in the event that the resources used to create or discover the innovation are not obvious.

If an innovation is developed by a non-paid student of the Board independent of his or her interaction with the Board, then the innovation is presumed to reside with the student. Intellectual property created as part of a course will belong to the Board when some or all of the course work involved is governed by a third party agreement obligating the Board to assign or transfer intellectual property rights to the sponsoring entity, or the student uses significant Board funding or resources. All paid students are considered employees of the Board and the innovation that occurred as a result of their employment

shall be governed by Section I.A. If the non-paid student uses substantial funding or resources of the university such as lab equipment, materials, or faculty or staff mentorship, innovations developed by the use of this funding, or resources shall be owned by the Board. Board affiliates, such as medical residents, unpaid adjunct professors, and students may petition the Board to support innovation that would otherwise be owned by the affiliate. In the event that the Board agrees to support the innovation, then the Board will support the intellectual property assets that may be secured as a result of their innovation in accordance with this policy. In the event of such support, the Board affiliate or student shall enjoy the income distribution as defined in Section VI.

III. Procedure for Disclosure and Approval

Innovations covered by this policy must be disclosed by the creator(s)/author(s) in writing to the Office of Technology Management and Industry Relations (OTMIR). If the innovation is the subject of a contract, grant or sponsored research agreement, the OTMIR will dispose of the intellectual property asset consistent with the terms of the governing contract, grant, or sponsored research agreement. When a request to evaluate an innovation is received, the OTMIR will then evaluate the innovation based on its protectability and likelihood of market success to develop a recommended course of disposition. The OTMIR will present their opinion related to the disposition of the innovation to the creator(s)/author(s). To ensure maximum protection and preservation of intellectual property rights, disclosure of an innovation to the OTMIR should occur *prior* to any publication or other public disclosure of the innovation. After review, the creator(s)/author(s) may elect to advance the disclosure for institutional approval through the appropriate advising committee, should one apply. In the event that the OTMIR believes the innovation has commercial merit and the creator(s)/author(s) elect not to advance the innovation for institutional approval, the OTMIR may advocate for the support and ownership of the innovation by SIU-S in place of the creator(s)/author(s).

The individuals authorized to approve institutional support for innovation protection and development shall be the Vice Chancellor for Research for SIUC (excluding SIU-SOM employees and students), the Dean and Provost of the School of Medicine for the SIU-SOM, and the Associate Provost for Research for SIUE. Collectively and individually, these administrators shall be referred to as “Senior Research Administrators” and “Senior Research Administrator” and their duties as outlined within this Intellectual Property Policy may be delegated. In the event that innovations are developed by personnel at more than one SIU Entity, the OTMIR shall have the discretion to decide which Senior Research Administrator to solicit for institutional support. The Senior Research Administrator shall have the discretionary right to use their institutional resources to support the protection and development of the intellectual property asset on the condition that ownership rights to those assets are assigned to the Board of Trustees of Southern Illinois University.

IV. Options for Disposition of Innovations

The Senior Research Administrators will determine the disposition of the innovation. In the event that an innovation has contributing work from more than one SIU Entity, a consensus on the appropriate disposition shall be sought from all Senior Research Administrators of which the innovation has a contributor. Such disposition may include, but is not limited to, the following options: A) release to the creator(s)/author(s) of a defined scope of intellectual property interest subject to the repayment clause at the end of this section; B) retention by the university for development, licensing, etc.; or C) release to the individual or agency

sponsoring the project in the course of which the innovation was made. The release will only be limited to the innovation that was disclosed to the OTMIR. Upon request by the creator(s)/author(s), any disposition decision for an innovation may be reconsidered by the procedure outlined in Section III based on further developments that occur after the initial disposition decision is made.

The OTMIR will provide the creator(s)/author(s) an evaluation within three (3) months from the date of the received evaluation request form. Should the creator(s)/author(s) elect to have the appropriate SIU Entity pursue the innovation, the creator(s)/author(s) shall be notified of the disposition decision within three (3) months of that election. Should the OTMIR or the SIU Entity fail to adhere to either of these three month time periods, the creator(s)/author(s) may petition OTMIR to relinquish all rights or portion thereof in any intellectual property interests that have been established. Often, the OTMIR works with the creator(s)/author(s) to work out a plan to enhance the likelihood of institutional support. Under this scenario, the time periods discussed above may take longer than three months and the OTMIR may elect not to support the relinquishment of the rights of the university's intellectual property interest. At any time, the Senior Research Administrator on the respective SIU Entity shall have the ultimate decision making authority to relinquish the university's rights in the innovation. Should any intellectual property be returned to the creator(s)/author(s), the creator(s)/author(s) shall be required to repay the appropriate SIU Entity for its sunk intellectual property costs subject to the creator(s)/author(s) profiting from said intellectual property. The recovery of these sunk intellectual property costs, including those internal costs as defined and accounted for in the published fee schedule, may be recovered in a manner or waived altogether as deemed appropriate by the Senior Administrator.

V. Impact of Grants and Contracts on Intellectual Property Rights

Grants/contracts between the Board and any other agency shall, whenever feasible, state clearly the obligations and rights of the Board and of the cooperating agency, and the procedure to be followed should the activity result in innovations. Grants and contracts from various agencies frequently require the agency's prior approval of the terms and conditions of intellectual property agreements dealing with the development and dissemination of products resulting from activities performed under the grant/contract. In such cases, the OTMIR shall assist as applicable in negotiating with the sponsoring agency about future intellectual property rights and licensing agreements. Situations not specified in the agreement with the sponsoring agency will be subject to this Intellectual Property Policy.

If innovations are created with federal funding, the federal government will retain various rights in intellectual property created with the support of that federal funding. If an innovation is retained by the Board, then the Board will be responsible for compliance with all federal regulations. If an innovation is released to the creator(s)/author(s), then the creator(s)/author(s) will be responsible for compliance with all federal regulations.

VI. Income Distribution

If revenue is received by the Board from any intellectual property rights (patents, copyrights, technology products, trade secrets, trademarks, trade dress, etc.) associated with an innovation or commercial application outside of the academic field, all costs of procuring, developing, and administering such intellectual property rights, as well as costs for license agreement(s) and consulting services associated with those rights, shall first be paid from

such revenue. Such costs may further include substantial undertakings by the OTMIR such as drafting patent applications and are subject to a fee schedule as outlined in Section VII. All income in excess of such expenses shall be distributed amongst the creator(s)/author(s), the SIU Entity from which the innovation was generated and creator/author's college/school and department. The creator(s)/author(s) shall receive 45%, the SIU Entity from which the innovation was generated shall receive 45%, the creator/author's college/school shall receive 5% and the creator/author's department shall receive 5% of net income received. If the creator/author does not report to a department (i.e. such as an administrative employee), then the unit to which the creator/author resides shall receive 5% of the income received, the SIU Entity from which the innovation was generated shall receive the other 50% and the creator/author shall receive 45%. If the creator/author is a Board affiliate, then the SIU Entity shall receive 55% and the Board affiliate shall receive 45% of income received.

Multiple creators/authors sharing in income shall decide among themselves how their share is to be divided, with the stipulation that the creators/authors shall divide one share of the 45% interest defined above. The allocation of the share among multiple creators/authors should be reported to the OTMIR at the time the creators/authors elect to proceed with seeking institutional support for their innovation. If the allocation of the share is not reported, the share will be allocated equally among all creators/authors. Income allocation for each distinct innovation is a one-time, irrevocable decision.

VII. Services Performed by the OTMIR

As warranted, the OTMIR may submit and prosecute patent applications with the United States Patent and Trademark Office. Those services constitute an internal cost for effort and shall be subjected to a fee schedule as published by the OTMIR after approval by the Senior Research Administrators. Those costs shall be recovered by the SIU Entity from which the innovation originated before a distribution is made as outlined in Section VI.

VIII. Responsibility of Creator(s)/Author(s) Regarding Intellectual Property Rights

If the Board elects to retain ownership in an innovation, the creator(s)/author(s) shall supply on a timely basis all information and execute all papers necessary for: A) preparing and/or pursuing intellectual property rights; B) pursuing and/or executing licensing agreements; and C) executing formal assignment documents for such innovations covered under this policy.

IX. Resolution of Controversy between SIU-S and Creator(s)/Author(s)

Any controversy or claim arising out of this statement of policy, or an agreement between the creator(s)/author(s) and the Board delineating individual and Board rights, claims, and responsibilities, or the breach thereof, shall follow the internal grievance procedures of the SIU Entity to which the creator(s)/author(s) report. If no agreement results from internal grievance procedures, arbitration shall be sought in accordance with the rules of the American Arbitration Association.

X. Amending this Policy

Any amendment to this policy shall be subject to consultation by an IP Policy Advisory Group that shall comprise of the Executive Director of Office of Technology Management and Industry Relations and the Senior Research Administrators and two faculty representatives from each SIU Entity as appointed by the Senior Research Administrators.

The Board shall have the ultimate authority to approve the amendment as presented by IP Policy Advisory Group. The faculty representatives shall have at least one invention disclosure on file with the OTMIR and have generated copyrightable material.

Proposed revision to Board Legislation - Bylaws

Article III. Committees of the Board Section 3. Finance Committee

Purpose: The committee shall be concerned with investments; financial reports submitted to and issued by the Board; external financing; and the planning and development of major policies related to operating budgets.

Authority: The Committee shall:

1. Approve general philosophies and strategies for investment practices;
2. Review investment reports;
3. Suggest improvements in financial reporting to the Board;
4. Represent the Board in preliminary discussions of and planning for issuance of revenue bonds and other external financing;
5. Review and recommend to the Board the annual operating budgets, guidelines for salary administration, tuition increases, general student fees increases, and other policies related to major financial decisions; and
6. Review and approve the initial appointment, and any subsequent salary and total compensation changes, except for raises from salary pools established during budget development, for the President all Board-appointed officers, Chancellors, the Dean and Provost of the SIU School of Medicine, and administrative/professional staff within one reporting line of the President.

Composition: The Finance Committee shall consist of not less than three members of the Board appointed by the Board Chair, who shall also designate one member as the Committee Chair. Members shall be appointed annually at the meeting when Board officers are elected, with vacancies to be filled by appointment by the Board Chair as they occur. The Committee shall be staffed through the Office of the President. The Chair of the Committee will call meetings as appropriate, with the Executive Secretary handling the scheduling and appropriate notices.

(11/08/07, 03/22/12, 3/24/16, 12/13/18, 3/28/19, 9/12/19, 2/10/22, 04/28/22)

Deleted: all Administrative and Professional Staff Employees in the Office of the President, the Vice Chancellors at SIUC and SIUE, and

Proposed revision to Board Legislation - Bylaws

Article III. Committees of the Board Section 3. Finance Committee

Purpose: The committee shall be concerned with investments; financial reports submitted to and issued by the Board; external financing; and the planning and development of major policies related to operating budgets.

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3. Suggest improvements in financial reporting to the Board;
4. Represent the Board in preliminary discussions of and planning for issuance of revenue bonds and other external financing;
5. Review and recommend to the Board the annual operating budgets, guidelines for salary administration, tuition increases, general student fees increases, and other policies related to major financial decisions; and
6. Review and approve the initial appointment, and any subsequent salary and total compensation changes, except for raises from salary pools established during budget development, for the President, all Board-appointed officers, Chancellors, the Dean and Provost of the SIU School of Medicine, and administrative/professional staff within one reporting line of the President.

Composition: The Finance Committee shall consist of not less than three members of the Board appointed by the Board Chair, who shall also designate one member as the Committee Chair. Members shall be appointed annually at the meeting when Board officers are elected, with vacancies to be filled by appointment by the Board Chair as they occur. The Committee shall be staffed through the Office of the President. The Chair of the Committee will call meetings as appropriate, with the Executive Secretary handling the scheduling and appropriate notices.

(11/08/07, 03/22/12, 3/24/16, 12/13/18, 3/28/19, 9/12/19, 2/10/22, 04/28/22)

Southern Illinois University
Board of Trustees
February 6, 2025

APPROVAL: REMOVAL OF COUGAR VILLAGE TRACT #44
FROM REVENUE BOND SYSTEM,
EDWARDSVILLE CAMPUS, SIUE

Summary

This matter seeks approval to remove Cougar Village Tract #44 building from the Housing and Auxiliary Facilities (HAFS) Revenue Bond System upon completion of the demolition of the facility.

Rationale for Adoption

Cougar Village Tract #44 is a farmhouse that existed on land SIUE acquired where Cougar Village was subsequently constructed. Tract #44 building is currently utilized by University Housing Facilities Management, SIUE, to provide office and storage for grounds and crafts equipment and supplies. On July 11, 2024, this facility was added to the (HAFS) with initial plans to repair the building. After evaluation, the campus architect determined Tract #44 building is at the end of its useful life and the most economical solution is to demolish the building and rebuild. Cost to demolish the facility is estimated to be \$100,000. Upon completion of the demolition, Tract #44 will be removed from the HAFS.

Section 13(A) 3(ii) of the Housing and Auxiliary Facilities System Revenue Bond Resolution requires Board of Trustees approval to remove an asset from the Revenue Bond System upon determination that the facility has become inadequate and worn out and that the disposition will not impair the structural soundness, efficiency, or economic value of the remaining facilities of the Housing and Auxiliary Facilities System (HAFS). The building was not financed with revenue bonds, and there are no outstanding debt service payments on this asset.

Considerations Against Adoption

University officials are aware of none.

Constituency Involvement

Not applicable.

Resolution

BE IT RESOLVED, By the Board of Trustees of Southern Illinois University in regular meeting assembled, That:

(1) In accordance with Section 13(A) 3(ii) of the Housing and Auxiliary Facilities System Revenue Bond Resolution adopted by the Board on April 29, 2021, as supplemented and amended, the Board hereby determines the Cougar Village Tract #44 building has become inadequate and worn out and disposition of the facility will not impair the structural soundness, efficiency or economic value of the remaining facilities in the HAFS.

(2) Upon completion of the demolition of Cougar Village Tract #44 building, the facility shall be removed from the Revenue Bond System since it is no longer suitable for the use for which it was initially acquired.

(3) The President of Southern Illinois University be and is hereby authorized to take whatever action may be required in the execution of this resolution in accordance with established policies and procedures.

Southern Illinois University
Board of Trustees
February 6, 2025

APPROVAL OF SALARY AND APPOINTMENT:
VICE CHANCELLOR FOR STUDENT AFFAIRS, SIUE

Summary

The matter presents for approval the salary and appointment of the Vice Chancellor for Student Affairs for the Edwardsville campus.

Rationale for Adoption

Policies of the Board of Trustees require Board of Trustees approval of the salary and appointment of Vice Chancellors.

SIUE is honored to have identified an accomplished professional to amplify its student success efforts to support the mission of the university. Miriam Roccia will strengthen relationships with senior leaders, academic partners, staff, faculty and students to enhance the educational experience for all of our students. As VCSA, Roccia will oversee Campus Recreation, Career Development Center, Cougar Cupboard, Cougar Store, Counseling Services, Dean of Students Office, Dining Services, Early Childhood Center, Health Service, Kimmel Belonging and Engagement Hub, Morris University Center and Student Success Center, New Student and Family Programs, Textbook Service and University Housing.

Roccia has served as Interim Vice Chancellor of Student Affairs since December 2022, navigating the complexities of post-COVID challenges while reinforcing the University's focus on student success.

Roccia joined SIUE in June 2018 as the Associate Vice Chancellor for Student Affairs. In her current position, she has been instrumental in strengthening relationships with senior leaders, academic partners, staff, faculty and students.

Roccia has 25 years of progressive and complex administrative leadership, working with students prior to SIUE in the Division of Student Affairs as the Associate Dean of Students at UMSL from July 2012 until 2018. As UMSL's Director of Student Life, Office of Student Involvement from 2007 until 2012, she eliminated a budget deficit of \$500,000 and created a surplus in a three-year period.

The SIUE Chancellor has recommended this matter to the President.

Constituency Involvement

A diverse representative search committee was formed including members of academic units and constituency groups who diligently offered feedback that was considered and weighed in making a recommendation of qualified finalists from which Ms. Roccia was selected.

Resolution

BE IT RESOLVED, By the Board of Trustees of Southern Illinois University in regular meeting assembled, That: Miriam Roccia, is appointed to the position of Vice Chancellor for Student Affairs with an annual salary of \$205,000 effective November 25, 2024.

Southern Illinois University
Board of Trustees
February 6, 2025

APPROVAL OF PURCHASE:
INTERNATIONAL MARKETING AND STUDENT RECRUITMENT
SOUTHERN ILLINOIS UNIVERSITY, CARBONDALE

Summary

This proposal seeks approval to purchase professional services to expand international marketing and student recruitment, aligning with the University's Imagine 2030 strategic goals.

The contract will be effective for a five-year period from August 27, 2024, to August 26, 2029, with the option to renew for two additional five-year periods. The contract cost will be based on the number of students recruited and will be funded from the tuition generated by these newly recruited students.

Rationale for Adoption

This proposal approves a contract with INTO University Partnerships to increase international student enrollment and supports the University's Imagine 2030 strategic goals.

The five-year contract aims to enhance the University's international competitive position, raise global brand awareness, establish Southern Illinois University as an internationally recognized institution, and transform the global profile of its student body. These efforts will increase the quantity, quality, and diversity of international students on campus.

The estimated contract cost is \$14,847,663 for the first five-year period, \$29,413,890 for the second five-year period, and \$33,559,546 for the final five-year period, totaling \$77,821,099 over fifteen years. The contract will be funded from the tuition revenue generated by new students. Payments to INTO University Partnerships will be exempt from the procurement code as they will be generated from contract revenues. INTO University Partnerships will receive a 25% commission on the first-year tuition and 10% on subsequent years' tuition for recruited students.

The Chancellor and the Provost and Vice Chancellor for Academic Affairs, SIUC have recommended this matter to the President.

Constituency Involvement

Numerous meetings were held before deciding to partner with INTO University Partnerships. SIU representatives, including the Provost and Vice Chancellor for Academic Affairs, Vice Chancellor for Enrollment Management, and Vice Chancellor for Research and Graduate School Dean, among others, met with INTO representatives. Additionally, faculty, staff, and representatives of several offices, including the Registrar's office, admissions offices, Center for International Education, and individuals in charge of Banner and Slate programs were invited to participate in discussions about the partnership and how to make it a successful relationship.

Considerations Against Adoption

INTO University Partnerships requires fast actions and feedback from SIU, which is a concern due to SIU's limited resources. Currently, SIU has contracts with many other agencies. However, INTO guarantees a substantial number of students if SIU meets their requirements. Efforts are underway to establish communication between SIU's and INTO's computer systems to optimize resource requirements.

Resolution

BE IT RESOLVED, By the Board of Trustees of Southern Illinois University in regular meeting assembled, That:

- (1) The international marketing and recruitment services contract for international students is hereby awarded to INTO University Partnerships.
- (2) The contract will be funded by revenue derived from the enrollment of recruited students.
- (3) The President of Southern Illinois University be and is hereby authorized to take all actions required to execute this resolution in accordance with established policies and procedures.

Southern Illinois University
Board of Trustees
February 6, 2025

APPROVAL OF PURCHASE: TEACHING CLINIC
BUILDING LEASE, SCHOOL OF MEDICINE, SIUC

Summary

This matter seeks approval for the purchasing contract for approximately 6,156 square feet of leased space.

Rationale for Adoption

5 Policies of the Board C.2 requires approval of real estate leases involving the commitment of \$1,000,000 or more.

The School of Medicine is seeking to renew a lease agreement with The Hospital Sisters of the Third Order of St. Francis, doing business as HSHS St. John's Hospital, for space located at 1100 East Lincolnshire, Springfield, Illinois, for the Department of Obstetrics and Gynecology and Maternal Fetal Medicine for ambulatory teaching clinics. Continuing to lease this space will allow the University to continue physician training programs and provide clinical services to women in the area. Continuation of this lease is more economical than developing new space.

The lease has a five (5) year term ending February 28, 2030 with an option for an additional, five-year renewal ending February 28, 2035 at a total cost of \$3,454,173.68 inclusive of estimated operating and maintenance costs.

Funding for this project will come from non-appropriated funds available to the School of Medicine.

This matter is recommended for adoption by the Chancellor, SIUC, and the Dean and Provost of the School of Medicine.

Resolution

BE IT RESOLVED, By the Board of Trustees of Southern Illinois University in regular meeting assembled, That:

(1) The purchase of leased space be and is hereby awarded to The Hospital Sisters of the Third Order of St. Francis d/b/a HSHS St. John's Hospital, Springfield, Illinois, for an initial term of five-year term plus the option to renew for an additional five-year term.

(2) The Board of Trustees hereby authorizes the purchase of the goods and services associated with this award.

(3) The purchase will be funded by non-appropriated funds available to the School of Medicines.

(4) The President of Southern Illinois University be and is hereby authorized to take whatever action may be required in the execution of this resolution in accordance with established policies and procedures.

Southern Illinois University
Board of Trustees
February 6, 2025

APPROVAL TO ACQUIRE REAL ESTATE:
716 NORTH WALNUT, 718 NORTH WALNUT, AND 1034 NORTH FRANKLIN STREET
SPRINGFIELD, ILLINOIS, SCHOOL OF MEDICINE, SIUC

Summary

This matter seeks approval to acquire real estate located at 716 North Walnut Street and 718 North Walnut Street, Springfield, Illinois, from John H. Lesko, and 1034 North Franklin Street, Springfield, Illinois, from Ernest B. Coleman, Jr., for the School of Medicine.

Rationale for Adoption

6 Policies of the Board A requires the Board of Trustees approval of the acquisition of real property.

The School of Medicine wishes to acquire these properties for the future expansion of the Springfield campus. These properties consist of vacant residential structures with close adjacencies to existing University property and are attractive for future development of the campus. The University plans to demolish the existing structures. The purchase price of parcel number 14-28.0-255-026, commonly known as 716 North Walnut Street, is \$40,000, the purchase price for parcel number 14-28.0-255-025, commonly known as 718 North Walnut Street, is \$30,000, and the purchase price for parcel number 14-28.0-228-005, commonly known as 1034 North Franklin Street, is \$75,000, for a total cost of \$145,000, plus approximately \$60,000 for associated demolition and closing costs. These prices are consistent with recent property sales in the area.

Funding for this project will come from non-appropriated funds available to the School of Medicine.

This matter is recommended for adoption by the Chancellor, SIUC, and the Dean and Provost of the School of Medicine.

Resolution

BE IT RESOLVED, By the Board of Trustees of Southern Illinois University in regular meeting assembled, That:

(1) The request to purchase the property at 716 North Walnut Street, in the amount of \$40,000, 718 North Walnut Street, in the amount of \$30,000, and 1034 North Franklin Street, in the amount of \$75,000, all in Springfield, Illinois, be and is hereby

approved at a total cost of \$145,000 plus associated demolition and closing costs.

(2) Funding for these purchases shall be from non-appropriated funds.

(3) The President of Southern Illinois University be and is hereby authorized to take whatever action may be required in the execution of this resolution in accordance with established policies and procedures.

Southern Illinois University
Board of Trustees
February 6, 2025

APPROVAL TO ACQUIRE REAL ESTATE:
201 EAST MADISON STREET AND 520 NORTH 4TH STREET
SPRINGFIELD, ILLINOIS, SCHOOL OF MEDICINE, SIUC

Summary

This matter seeks approval to acquire from Memorial Health System real estate commonly referred to as 201 East Madison Street and 520 North 4th Street, Springfield, Illinois, for the School of Medicine.

Rationale for Adoption

6 Policies of the Board A requires the Board of Trustees approval of the acquisition of real property.

The School of Medicine currently leases these properties from Memorial Health System. The cost to acquire these properties will save the University money versus continuing to lease these properties over the useful life of the buildings.

The property commonly referred to as 520 North 4th Street has an asking price of \$22,800,000 and houses teaching clinics and academic offices for the Department of Family and Community Medicine. Parcel Identification Numbers associated with this property are:

14-27.0-309-025	14-27.0-309-061
14-27.0-309-058	14-27.0-309-035
14-27.0-309-056	14-27.0-309-036
14-27.0-309-030	14-27.0-309-037
14-27.0-309-009	14-27.0-309-060

The property commonly referred to as 201 East Madison, parcel identification number 14-27.0-307-051, has an asking price of \$16,300,000 and houses the academic offices for the Department of Population Science and Policy along with offices to support the administrative function of the School of Medicine.

The University will need to obtain appraisals consistent with the asking price of the respective properties. Associated closing costs for the purchase of the two properties are estimated at approximately \$80,000.

The purchase of the properties will be funded with external financing as determined by the Board Treasurer with debt payments to be repaid with non-appropriated funds available to the School of Medicine. The nature of the project causes

it to be defined as a non-instructional capital improvement project. Consequently, approval by the Illinois Board of Higher Education will be required prior to the commitment of funds.

This matter is recommended for adoption by the Chancellor, SIUC, and the Dean and Provost of the School of Medicine.

Resolution

BE IT RESOLVED, By the Board of Trustees of Southern Illinois University in regular meeting assembled, That:

(1) Subject to obtaining appraisals consistent with the respective asking prices, the request to purchase the property commonly known as 201 East Madison, Springfield, Illinois, in the amount of \$16,300,000 and the property commonly known as 520 North 4th Street, Springfield, Illinois, in the amount of \$22,800,000, be and is hereby approved for a total cost of \$39,100,000 plus associated closing costs.

(2) Funding for these purchases shall be external financing as determined by the Board Treasurer with debt payments being funded from non-appropriated funds available to the School of Medicine.

(3) This project be and is hereby recommended to the Illinois Board of Higher Education as a non-instructional capital improvement project.

(4) The President of Southern Illinois University be and is hereby authorized to take whatever action may be required in the execution of this resolution in accordance with established policies and procedures.

Southern Illinois University
Board of Trustees
February 6, 2025

PLANNING APPROVAL: COUGAR VILLAGE APARTMENTS CONSTRUCTION,
EDWARDSVILLE CAMPUS, SIUE

Summary

This matter seeks planning approval to develop preliminary plans and cost estimates for the design and construction of the Cougar Village Apartments renewal and replacement project at SIUE.

Rationale for Adoption

SIUE recently engaged the services of KWK Architects to complete a feasibility study for SIUE's housing system, with a focus on the long-term viability of Cougar Village Apartments. The feasibility study included a housing-system level facility assessment, market study, and financial feasibility study.

The results of the feasibility study included a recommendation that SIUE move forward with a multi-phased project to renew and replace the Cougar Village Apartments. Cougar Village Apartments are past their useful life and the continued repairs required to maintain the existing complex are costly. There is continued high demand for upper-class on-campus housing at SIUE. SIUE has continued to increase the percentage of students living on-campus, which is positively impacting the student experience and retention.

SIUE will retire all existing debt service for its residence halls and apartments by FY 2031, with the majority of debt retired in FY 2029. The proposed Cougar Village project timeline will align the issuance of new debt over two phases with the retirement of existing debt service, allowing SIUE Housing to meet the new debt service obligations.

The Chancellor, Interim Vice Chancellor of Administration, and Vice Chancellor of Student Affairs, SIUE, recommend this matter to the President.

Considerations Against Adoption

This project will impact the overall debt capacity available to the SIU System.

Constituency Involvement

Various constituency groups, including current student residents, a cross-functional advisory group, and Chancellor's Council provided feedback and input throughout the feasibility process.

Resolution

BE IT RESOLVED, By the Board of Trustees of Southern Illinois University in regular meeting assembled, That:

(1) Planning approval for the development of preliminary plans and cost estimates for the design and construction of the Cougar Village Apartments renewal and replacement project at SIUE, be and is hereby approved.

(2) The President of Southern Illinois University be and is hereby authorized to take whatever action may be required in the execution of this resolution in accordance with established policies and procedures.

Southern Illinois University
Board of Trustees
February 6, 2025

REVISED PROJECT BUDGET AND AWARD OF CONTRACT:
FIRE ALARM SYSTEM REPLACEMENT, SCHNEIDER HALL
CARBONDALE CAMPUS, SIUC

Summary

This matter seeks revised project approval and award of contract for the replacement of the existing fire alarm system at Schneider Hall residential facility.

Rationale for Adoption

Originally constructed in 1968 Schneider Hall has been an integral part of campus residential life. The existing fire alarm system was installed during the summer of 2006.

It is anticipated the project to replace the fire alarm system will begin in May 2025 and be achieved over the course of the summer. On December 1, 2022, the Board approved the project and budget with funding from University Housing's Repair and Replacement Reserve of \$1,500,000. Formal bids were reviewed on November 27, 2024, and it was determined that an additional \$500,000 is needed. A summary of the bids is attached for review. Only one bid was received, but upon review, the award amount was negotiated and reduced by the contractor to the lower bid amount. The revised total cost of the project is \$2,000,000 and will be funded from University Housing's Repair and Replacement Reserve.

The Chancellor, the Vice Chancellor for Student Affairs, and the Vice Chancellor for Administration and Finance, SIUC, have recommended this matter to the President.

Resolution

BE IT RESOLVED, By the Board of Trustees of Southern Illinois University in regular meeting assembled, That:

(1) The revised budget to replace the fire alarm system at Schneider Hall residential facility, Carbondale Campus, SIUC, at an estimated cost of \$2,000,000 be and is hereby approved.


(2) The contract for the replacement of Schneider Hall fire alarm system, Carbondale Campus, SIUC, be and is hereby awarded to WJ Burke Electric Company, Murphysboro, IL, in the amount of \$1,682,500.

(3) The Board of Trustees hereby authorizes the purchase of goods and services associated with this award.

(4) Funding for this project will come from University Housing's Repair and Replacement Reserve.

(5) The President of Southern Illinois University be and is hereby authorized to take whatever action may be required in the execution of this resolution in accordance with established policies and procedures.

BID TABULATION

A110124		GIR: 23045		Fire Alarm Replacement Schneider Hall		
Electrical		Bid Opening: 11/27/2024				
 <p>Invitations: No Bid: 0 No Reply:</p> <p>BIDDERS</p>		B A S E				T O T A L A C C E P T E D
W.J. Burke Electric 10575 Highway 127 Murphysboro, IL 62966		\$1,999,500				\$1,999,500