

HIGHER EDUCATION TRAVEL CONTROL BOARD
October 30, 2019 Meeting Minutes

Board Members

Present:

Paul McCann, Eastern Illinois University
Andrea Middleton, Governors State University
Bruce Bennett, Illinois Board of Higher Education
Janae McBride, Illinois Community College Board
Carla Dietsch, Illinois State University
Tracy McFall, Northeastern Illinois University
Deborah Bonnell, Northern Illinois University
Brent Rasmus, University of Illinois
Cheryl Webster, Western Illinois University

Absent:

Chicago State University
Agnes Arnold, Southern Illinois University

Guests Present:

Marcie Aranda – Chicago State University
Janet Ali – Chicago State University
Kathleen Frossard-Fisher, Governors State University
Rhonda Vail, Western Illinois University
Cathy Young, University of Illinois

Proceedings

- Paul McCann called the meeting to order at 9:33 am.
- Cathy Young conducted roll call. Seven members were present for video conference (2-ISU, 2-UIS, 2-UIUC, and 1-WIU). Paul asked for a motion to allow Andrea Middleton and Tracy McFall to attend via phone. A motion was made by Cheryl Webster and seconded by Carla Dietsch. Motion approved.
- Paul recognized Janae McBride as the new board member from Illinois Community College Board.
- The minutes for the July 31, 2019 meeting were presented. Paul asked if there were any questions on the minutes. Hearing none, Paul requested a motion to accept the minutes as submitted. A motion to approve as submitted was made by Bruce Bennett, seconded by Debbie Bonnell. Motion approved.

1st Quarter Exceptions for FY20

Chicago State University – 8 exceptions for \$419.49
Eastern Illinois University – 15 exceptions for \$519.34
Governors State University – 10 exceptions for \$1,524.50
Illinois Board of Higher Education – 6 exceptions for \$418.00
Illinois Community College Board – 1 exception for \$336.70
 ➤ **Line #1 in the amount of \$336.70 pulled for follow up**
Illinois Math and Science Academy – 1 exception for \$14.10
Illinois Student Assistance Commission – 10 exceptions for \$2,850.00
Illinois State University – 78 exceptions for \$7,348.01
Northeastern Illinois University – 13 exceptions for \$3,561.29

Northern Illinois University – 14 exceptions for \$816.28
 Southern Illinois University Carbondale – 175 exceptions for \$14,261.34

- **Line #18 in the amount of \$119.00 pulled for follow up**
- **Line #30 in the amount of \$119.00 pulled for follow up**
- **Line #81 in the amount of \$119.00 pulled for follow up**
- **Line #169 in the amount of \$157.00 pulled for follow up**

Southern Illinois University Edwardsville – 43 exceptions for \$3,220.66
 Southern Illinois University School of Medicine – 8 exceptions for \$1,061.67
 State Universities Civil Service System – 3 exceptions for \$113.60
 State Universities Retirement System – 33 exceptions for \$2,669.44
 University of Illinois at Chicago – 392 exceptions for \$69,948.36

- **Line #182 in the amount of \$703.00 pulled for follow up**
- **Line #186 in the amount of \$840.00 pulled for follow up**
- **Line #293 in the amount of \$490.00 pulled for follow up**

University of Illinois at Springfield – 25 exceptions for \$3,312.74
 University of Illinois at Urbana-Champaign – 1402 exceptions for \$183,819.11

- **Line #512 in the amount of \$124.99 pulled for follow up**
- **Line #513 in the amount of \$124.99 pulled for follow up**
- **Line #670 in the amount of \$286.00 pulled for follow up**
- **Line #684 in the amount of \$308.35 pulled for follow up**
- **Line #685 in the amount of \$308.35 pulled for follow up**
- **Line #702 in the amount of \$364.00 pulled for follow up**
- **Line #707 in the amount of \$590.00 pulled for follow up**
- **Line #723 in the amount of \$921.00 pulled for follow up**
- **Line #725 in the amount of \$1,656.00 pulled for follow up**
- **Line #1355 in the amount of \$299.97 pulled for follow up**
- **Line #1369 in the amount of \$363.12 pulled for follow up**
- **Line #1371 in the amount of \$380.00 pulled for follow up**

University of Illinois – University Administration – 58 exceptions for \$10,533.42
 Western Illinois University – 28 exceptions for \$1,430.75

Paul asked for clarification on the 3 exceptions for State Universities Civil Service System since their exception report stated no exceptions. Cathy advised the exceptions listed on the agenda were in error and the SUCSS exception report is correct. SUCSS has no exceptions to report.

University of Illinois at Chicago (UIC) lines 142, 292, 297, 298, 299, and 373 were questioned, explanations provided, and approved.

Paul requested a motion to accept the exception reports as presented, excluding the exceptions pulled for follow up from Illinois Community College Board, Southern Illinois University Carbondale, University of Illinois Chicago, and University of Illinois Urbana-Champaign. Motion made by Cheryl Webster. Carla Dietsch seconded. Motion carried.

Other Business

III. Other Business

- E-mail from Brent Rasmus requesting Board input on raising the receipt threshold from \$10 to \$25. Brent explained the University of Illinois receives a lot of feedback from faculty about the low receipt threshold and the states requirements are impacting the UI's ability to attract and retain faculty members. No other big 10 University requires such a low receipt threshold; U of Michigan is \$75, Rutgers is \$50, Indiana Univ is \$75, Iowa is \$75, and U of Minn. is \$25. Brent asked if the

Board would support moving forward with trying to increase the threshold. Paul advised that state statutes require that the Travel Regulation Council approve this change. Bruce advised that the TRC is looking at state institutions, not Big 10 schools. Paul agreed that \$10 is restrictive and supports trying to increase the amount to \$25. Brent asked if anyone was opposed to bringing this to the TRC for further discussion. No one was opposed.

- Paul asked if anyone has seen a decrease in exceptions since the state increased the in-state lodging rates. Brent advised that it helped a little but since the rate increases were minimal there hasn't been a noticeable difference. Paul agreed.
- At the next TRC meeting, Paul will propose increasing the \$10 receipt threshold to \$25.

Paul asked if anyone had anything else to discuss and received no response.

Paul announced the next HETCB meeting was scheduled for Wednesday, January 29, 2020 at 9:30 am and asked for a motion to adjourn the meeting. Motion made by Carla Dietsch and seconded by Bruce Bennett. Meeting adjourned at 10:20 am.

Submitted by Paul McCann, Chair