

HIGHER EDUCATION TRAVEL CONTROL BOARD
October 28, 2020 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
Agnes Arnold, Southern Illinois University
Brent Rasmus, University of Illinois
Cheryl Webster, Western Illinois University

Absent:

Chicago State University

Guests Present:

Cathy Young, University of Illinois

Proceedings

- Paul McCann called the meeting to order at 9:33 am.
- Cathy Young conducted roll call. Ten members were present via Zoom.
- The minutes for the July 29, 2020 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 Carla Dietsch, seconded by Cheryl Webster. Motion approved.

1st Quarter Exceptions for FY21:

Chicago State University – No exceptions to report
Eastern Illinois University – No exceptions to report
Governors State University – 1 exception for \$9.97
Illinois Board of Higher Education – No exceptions to report
Illinois Community College Board – No exceptions to report
Illinois Math and Science Academy – No exceptions to report
Illinois Student Assistance Commission – No exceptions to report
Illinois State University – 2 exceptions for \$177.00
Northeastern Illinois University – No exceptions to report
Northern Illinois University – 6 exceptions for \$232.34
Southern Illinois University Carbondale – 45 exceptions for \$1,918.73
Southern Illinois University Edwardsville – 4 exceptions for \$387.96
Southern Illinois University School of Medicine – No exceptions to report
State Universities Civil Service System – No exceptions to report
State Universities Retirement System – No exceptions to report
University of Illinois at Chicago – 33 exceptions for \$6,772.34
University of Illinois at Springfield – 4 exceptions for \$124.00
University of Illinois at Urbana-Champaign – 161 exceptions for \$8,775.26

University of Illinois – University Administration – 1 exception for \$24.65
Western Illinois University – No exceptions to report

Paul referred to Southern Illinois at Carbondale lines 24, 36, and 37 and asked Agnes if Marion, IL was considered Carbondale, IL since they are close to each other. He also asked if the Marion, AR listed on line 31 should be Marion, IL. Agnes will check with her contact at SIU-C.

Paul also questioned line 22 for the University of Illinois at Chicago, \$1603.35 for 1 night in Manhattan, NY. Cathy referred to the comment provided that the traveler passed away prior to providing a receipt or any details for the stay. Paul advised that the board will accept the explanation for the exception.

Paul requested a motion to accept all exception reports as presented. Motion made by Andrea Middleton. Bruce Bennett seconded. Motion carried.

Other Business

- Paul advised there is still a Board member vacancy for Chicago State University
- Paul asked Carla for an update on Ethics Training. Carla advised that she reached out to her contact and has not heard back so she will follow up again. Paul reminded the board this training is in addition to the ethics training required at each institution.
- Paul advised that elections for Chair and Vice Chair will be held at the January 27 meeting.

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

Paul announced the next HETCB meeting is scheduled for Wednesday, January 27, 2021 at 9:30 am and made a motion to adjourn the meeting. Motion seconded by Carla Dietsch.

Meeting adjourned at 9:51 am. Submitted by Paul McCann, Chair