

HIGHER EDUCATION TRAVEL CONTROL BOARD
January 27, 2021 Meeting Minutes

Board Members

Present:

Paul McCann, Eastern Illinois University
Kent Clapsaddle, Chicago State University
Tracy Rembusch, 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:

Andrea Middleton, Governors State University

Guests Present:

Cathy Young, University of Illinois

Proceedings

- Paul McCann called the meeting to order at 9:31 am.
- Cathy Young conducted roll call. Ten members were present via Zoom.
- Paul welcomed new board members from Chicago State University and Illinois Board of Higher Education.
- The minutes for the October 28, 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 Brent Rasmus, seconded by Carla Dietsch. Motion approved.

2nd Quarter Exceptions for FY21:

Chicago State University – No exceptions to report
Eastern Illinois University – No exceptions to report
Governors State University – No exceptions to report
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 – No exceptions to report
Northeastern Illinois University – No exceptions to report
Northern Illinois University – 6 exceptions for \$415.74
Southern Illinois University Carbondale – 4 exceptions for \$64.00
Southern Illinois University Edwardsville – 2 exceptions for \$25.62
Southern Illinois University School of Medicine – 10 exceptions for \$375.00
State Universities Civil Service System – No exceptions to report
State Universities Retirement System – No exceptions to report
University of Illinois Chicago – 6 exceptions for \$527.59
University of Illinois Springfield – No exceptions to report

University of Illinois Urbana-Champaign – 108 exceptions for \$6,743.65

➤ **Line 50 in the amount of \$5.99 pulled for follow up**

➤ **Line 51 in the amount of \$5.99 pulled for follow up**

University of Illinois System Administration – 3 exceptions for \$117.00

Western Illinois University – No exceptions to report

Cheryl asked for confirmation that the employees listed on the Southern Illinois School of Medicine report and stayed in Springfield were headquartered somewhere else. Agnes confirmed.

Cheryl asked for clarification that the employees listed on the University of Illinois Urbana Champaign report and stayed in Champaign were headquartered somewhere else. Cathy advised that they more than likely were.

Paul requested a motion to accept the exception reports as presented, excluding the exceptions pulled for follow up from University of Illinois Urbana-Champaign. Motion made by Brent Rasmus. Debbie Bonnell seconded. Motion carried.

Other Business

- Mileage decreased from \$.575/mile to \$.56/mile, effective 1/1/21
- Paul attended the December meeting of the Travel Regulation Council (TRC). He re-introduced increasing the receipt requirement amount from \$10-\$25 that Brent had requested 2 years ago and the TRC wouldn't consider it. The State office and IDOT were not willing to increase the amount. Paul said he could bring it up again at the December 2021 meeting but the TRC believes that the citizens of Illinois want to see receipts. He advised the TRC will reconsider the request in 6 months if the HETCB is able to provide data to support an increase. Paul asked the board if they want to pursue data collection. Brent suggested, based on feedback received from board members, that we drop the recommendation.
- Paul opened the floor for nominations for HETCB Chair. Brent nominated Paul McCann as Chair for 2021. All board members in favor. Paul will continue as Chair and asked for nominations for Vice Chair. Carla nominated Brent Rasmus. Cheryl seconded. All board members in favor.
- Carla volunteered to continue as Ethics Officer. Paul asked for any other nominations. Hearing none, Paul appointed Carla appointed Ethics officer for 2021.
 - i. Carla advised she is missing 2 certificates for 2020. Cathy will send contact information for new board members. Paul reminded the board that this training is in addition to campus training.

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

Paul announced the next HETCB meeting is scheduled for Wednesday, April 28, 2021 at 9:30 am and adjourned the meeting at 9:57 am.

Submitted by Paul McCann, Chair