

HIGHER EDUCATION TRAVEL CONTROL BOARD

February 4, 2025 Meeting Minutes

Board Members

Present:

Aaron Carter, University of Illinois System
Nester Komolafe, Chicago State University
Mike Hutchinson, Eastern Illinois University
Andrea Middleton, Governors State University
Tracy Rembusch, Illinois Board of Higher Education
Zachary Vespa, Illinois Community College Board
Carla Dietsch, Illinois State University
Tracy McFall, Northeastern Illinois University
Deborah Bonnell, Northern Illinois University
Agnes Arnold, Southern Illinois University
Jessica Dunn, Western Illinois University

Guests Present:

Peyton Conner, Illinois Board of Higher Education
Susie Baker, University of Illinois System
Cathy Young, University of Illinois System

Proceedings

- Aaron Carter called the meeting to order at 11:00 am.
- Cathy Young conducted roll call. All eleven members were present via video.
- Aaron asked if there were any questions about the October 23, 2024 minutes, which were sent to the board on December 13, 2024. Hearing none, Aaron requested a motion to accept the minutes as submitted. The motion was made by Carla Dietsch, seconded by Nester Komolafe. Motion carried.

2nd Quarter Exceptions for FY25:

Chicago State University – No exceptions to report
Eastern Illinois University – 5 exceptions for \$311.25
Governors State University – 6 exceptions for \$689.00
Illinois Board of Higher Education – 4 exceptions for \$241.00
Illinois Community College Board – 1 exception for \$4.41
Illinois Math and Science Academy – No exceptions to report
Illinois Student Assistance Commission – No exceptions to report
Illinois State University – 35 exceptions for \$4,088.09
Northeastern Illinois University – 6 exceptions for \$1,427.89
Northern Illinois University – 36 exceptions for \$2,915.38
Southern Illinois University Carbondale – 31 exceptions for \$3,543.88
 ➤ **Line 8 in the amount of \$114.62 pulled for follow up**
 ➤ **Line 9 in the amount of \$486.20 pulled for follow up**
Southern Illinois University Edwardsville – 14 exceptions for \$910.20
Southern Illinois University School of Medicine – 19 exceptions for \$2,888.57
State Universities Civil Service System – No exceptions to report
State Universities Retirement System – 16 exceptions for \$1,560.95
University of Illinois at Chicago – 430 exceptions for \$91,150.45

- **Line 11 in the amount of \$995.00 pulled for follow up**
- **Line 29 in the amount of \$157.00 pulled for follow up**
- **Line 53 in the amount of \$299.00 pulled for follow up**
- **Line 62 in the amount of \$765.00 pulled for follow up**
- **Line 68 in the amount of \$136.59 pulled for follow up**
- **Line 81 in the amount of \$1,141.00 pulled for follow up**
- **Line 99 in the amount of \$309.00 pulled for follow up**
- **Line 187 in the amount of \$1,270.00 pulled for follow up**
- **Line 188 in the amount of \$996.00 pulled for follow up**
- **Line 422 in the amount of \$721.00 pulled for follow up**

University of Illinois at Springfield – 27 exceptions for \$2,308.23

- **Line 11 in the amount of \$251.00 pulled for follow up**

University of Illinois at Urbana-Champaign – 1266 exceptions for \$189,238.46

- **Line 82 in the amount of \$1,748.00 pulled for follow up**
- **Line 238 in the amount of \$384.00 pulled for follow up**
- **Line 360 in the amount of \$383.00 pulled for follow up**
- **Line 441 in the amount of \$370.00 pulled for follow up**
- **Line 443 in the amount of \$489.00 pulled for follow up**
- **Line 468 in the amount of \$384.00 pulled for follow up**
- **Line 507 in the amount of \$384.00 pulled for follow up**
- **Line 735 in the amount of \$389.00 pulled for follow up**
- **Line 884 in the amount of \$816.00 pulled for follow up**
- **Line 887 in the amount of \$816.00 pulled for follow up**
- **Line 1133 in the amount of \$555.04 pulled for follow up**

University of Illinois Administration – 101 exceptions for \$11,030.15

Western Illinois University – 23 exceptions for \$988.47

Aaron requested a motion to accept the exception reports as presented, excluding the exceptions pulled for follow up from Southern Illinois University Carbondale, University of Illinois Chicago, University of Illinois Springfield, and University of Illinois Urbana-Champaign. Motion made by Debbie Bonnell. Carla Dietsch seconded. Motion carried.

Other Business

a. Receipts

- i. Debbie Bonnell shared that the \$10 receipt threshold has been in place for 5 years and asked if anyone had a concern with increasing it. No one had a concern. Aaron advised that the IRS receipt threshold is \$75 and asked if that the board wanted to adopt that amount. Multiple board members felt that \$75 is too high. Aaron will bring the request to increase the \$10 receipt threshold to the state.

- b. Carla asked the board members what month they prefer to take the Ethics Training. Aaron requested August or September. Carla advised Nester that she will get his training to him to complete now and again with all board members in August or September.

Aaron asked if anyone had questions or other business to discuss. Hearing none, he advised the next meeting is scheduled for Wednesday, April 23, 2025, at 9:30am.

Aaron requested a motion to adjourn. Motion made by Debbie Bonnell. Seconded by Mike Hutchinson.

Meeting adjourned at 11:17 am.

Submitted by Aaron Charter, Chair