

HIGHER EDUCATION TRAVEL CONTROL BOARD
January 18, 2011 Meeting Minutes

Board Members

Present:

Bruce Bennett, Illinois Community College Board
Connie Hess, SIU School of Medicine
Peggy Ho, Northeastern Illinois University
Mary Kentzler, Illinois State University
Harley McCammond, Northern Illinois University
Peggy Podlasek, Illinois Board of Higher Education
Maxine Sandretto, University of Illinois
Ron Ward, Western Illinois University

Absent:

Karen Kissel, Governors State University
Bill O'Rourke, Eastern Illinois University
Louise Williams, Chicago State University

Guests Present:

Pat Walsh, University of Illinois

Proceedings

- Maxine Sandretto called the meeting to order at 9:34 a.m.
- Pat Walsh conducted roll call. Six members were present in (4-Springfield, 2-Urbana).
- Maxine Sandretto requested a motion to allow Peggy Ho and Harley McCammond to participate via teleconference. The motion was made by Connie Hess and seconded by Bruce Bennett. Motion approved.
- The minutes for the October 19, 2010 meeting were presented. A motion to approve as submitted was made by Mary Kentzler, seconded by Peggy Ho. Motion approved.

1st Quarter Exceptions for FY11

Chicago State University – 11 exceptions for \$2,700.00

Eastern Illinois University – 40 exceptions for \$1,781.99

Governors State University – 12 exceptions for \$1,461.04

➤ **Line #7 questioned, removed from this report for follow up**

Illinois Board of Higher Education – No exceptions to report

Illinois Community College Board – No exceptions to report

Illinois Math and Science Academy – 6 exceptions for \$1,226.26

Illinois State University – 42 exceptions for \$2,402.22

Northeastern Illinois University – 6 exceptions for \$953.59

Northern Illinois University – No exceptions to report

Southern Illinois University Carbondale – 117 exceptions for \$7,888.92

Southern Illinois University Edwardsville – 33 exceptions for \$1,555.37

Southern Illinois University School of Medicine – 3 exceptions for \$229.14

State Universities Civil Service System – 4 exceptions for \$44.04

State Universities Retirement System – 26 exceptions for \$1,372.10
University of Illinois at Chicago – 249 exceptions for \$41,035.90
University of Illinois at Springfield – 3 exceptions for \$74.98
University of Illinois at Urbana-Champaign – 554 exceptions for \$51,493.65
Western Illinois University –36 exceptions for \$645.93

Ron Ward made a motion to approve the exception reports as submitted minus the one line that was in question. Connie Hess seconded. Motion approved.

Other Business

- Maxine Sandretto noted Travel Update #11-03 related to mileage reimbursements rates increasing to \$.51 effective January 1, 2011. All HETCB agencies have been notified. Maxine is working with UIUC Counsel to update the wording in the HETCB bylaws to bring the wording regarding effective date of mileage changes up-to-date with the law.
- Maxine Sandretto presented for discussion making changes to the code to allow teleconferencing vs. videoconferencing. It was noted by the members that the change was made from teleconferencing to videoconferencing due to language in the Open Meetings Act (5 ILCS 120).
- Peggy Podlasek asked if the HETCB would follow the Governor's Travel Control Board Travel Update 11-02 regarding lodging rates in Chicago. After discussion, the HETCB moved not to adopt this change. A motion was made by Peggy Podlasek and seconded by Bruce Bennett. Motion approved.

The next meeting of the HETCB is scheduled for April 12, 2011 at 9:30 am.

Maxine Sandretto asked for a motion to adjourn the meeting at 9:53 a.m. The motion was made by Ron Ward and seconded by Peggy Podlasek. Motion approved.

Submitted by Maxine Sandretto, Chair