

Approved by the Board of Trustees
May 14, 2014

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Board Meeting
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ROLL CALL

APPROVE FISCAL YEAR 2015 SERVICES AND MANAGEMENT AGREEMENT FOR THE UNIVERSITY OF ILLINOIS ALUMNI ASSOCIATION

Action: Approve Renewal of Services and Management Agreement

Funding: State Appropriated Funds and Institutional Funds

The Vice President/Chief Financial Officer and Comptroller recommends the renewal of the services and management agreement with the University of Illinois Alumni Association (Association) for Fiscal Year 2015. Since 1982, the Board of Trustees has designated the Association as a University-related organization and authorized basic service agreements for certain services. The award of this agreement is in accordance with the procedures of the Illinois Procurement Code, and the *University Guidelines* of the Legislative Audit Commission.

The agreement requires the Association to provide management and supervisory services for data gathering, data entry, and maintenance of alumni records and management services of the activities of the Alumni Career Center. To that end, the Association will actively participate in the management and supervision of the Advance Illinois (AI) project that will replace the Foundation Alumni Constituent Tracking System (FACTS) by the end of Fiscal Year 2015. The Association will publish

periodicals that will be distributed to alumni. The Association will provide support to University field activities such as meetings of alumni groups and off-campus communications with alumni and will administer Illinois Connection activities.

Contingent upon the University funding provided within the Fiscal Year 2015 State budget, the University will provide direct support for the Association at an estimated amount of \$2,494,300 for Fiscal Year 2015. This support will be provided during the course of the year through contractual payments to the Association for the costs of services rendered and through funds allocated in the University's Office of Alumni Relations and Alumni Career Center for the maintenance of alumni support functions. Fiscal Year 2015 amount includes \$100,000 in one time support for external consulting services to be paid to the Association as costs are incurred. The agreement also provides for the Association's use of the FACTS and subsequently AI to maintain membership records and for access to such records. Ownership of the periodicals published by the Association resides with the Association. Also provided is the employer cost of benefits for University employees working in the Office of Alumni Relations and the Alumni Career Center.

The amount shown as the annual payment from the University for the Association is an estimate; the exact amount may vary depending on appropriations in the State budget and other financial and budgetary factors. The exact amount will be reported to the Board at its next meeting after June 30 of any given calendar year.

The Association shall provide regular budgetary, financial, and audit reports to the University and seek approval for personnel transactions.

The Board action recommended in this item complies in all material respects with applicable State and federal laws, University of Illinois *Statutes*, *The General Rules Concerning University Organization and Procedure*, and Board of Trustees' policies and directives.

The President of the University concurs.