

MEETING OF THE BOARD OF TRUSTEES
OF THE
UNIVERSITY OF ILLINOIS

October 15-16, 1998



The October meeting of the Board of Trustees of the University of Illinois was held in the Pine Lounge, Illini Union, Urbana, Illinois, on October 15-16, 1998, beginning at 12:10 p.m. on October 15.¹

Chair Susan L. Gravenhorst called the meeting to order and asked the secretary to call the roll. The following members of the board were present: Mrs. Judith Ann Calder, Mr. William D. Engelbrecht, Dr. Jeffrey Gindorf, Mrs. Susan L. Gravenhorst, Mr. Thomas R. Lamont, Mrs. Martha R. O'Malley, Mr. Roger L. Plummer, Ms. Judith R. Reese. The following members of the board were absent: Governor Jim Edgar, Ms. Ada N. Lopez. Mr. Samuel N. Gallo, voting student trustee from the Urbana-Champaign campus, was present. The following nonvoting student trustees were present: Mr. Michael Clark, Chicago campus; Mr. Robert Doyle, Springfield campus.

Also present were President James J. Stukel; Dr. Sylvia Manning, vice president for academic affairs; Dr. Michael Aiken, chancellor, University of

¹Prior to this, the board met as a Committee of the Whole to receive a presentation on recommendations for tuition and fee levels for Fiscal Year 2000. Vice Presidents Bazzani and Manning, along with the provosts from the three campuses, presented this report. (Material is on file with the secretary.)

In addition, there was a meeting of the Committee on Finance and Audit for reports on the process for awarding contracts for artistic and professional services and on implications for selection of investment managers, particularly emerging investment managers. Both of these topics referred to the newly enacted Procurement Act in the State of Illinois. (Related materials are on file with the secretary.)

Illinois at Urbana-Champaign; Dr. David C. Broski, chancellor, University of Illinois at Chicago; Dr. Naomi B. Lynn, chancellor, University of Illinois at Springfield; and the officers of the board, Dr. Craig S. Bazzani, comptroller (and vice president for business and finance); Mr. Thomas R. Bearrows, university counsel; Mr. Lester H. McKeever, Jr., treasurer; and Dr. Michele M. Thompson, secretary. In addition, the following persons were also in attendance: Mr. Donald K. Coe, university director of public affairs; Mr. Kirk Hard, executive director for governmental relations; Ms. Susan J. Sindelar, executive assistant to the president; and Ms. Marna K. Fuesting, special assistant to the secretary.

REPORT ON ACTIVITIES OF THE UNIVERSITY SENATES CONFERENCE

Mrs. Gravenhorst introduced Professor Geneva Belford, chair of the University Senates Conference, for a report on its activities for the past year. Professor Belford first described the kinds of issues with which the conference deals. She stated that these include such things as tenure and faculty accountability. She added that the conference deliberated recently on the purpose of tenure for the faculty and concluded that it was a good practice but that the addition of post-tenure review and provision for sanctions for poor performance were also needed. She noted that one function of the conference is to try to keep discussion of issues moving at a similar pace through the campus senates. To illustrate this, she cited the matter of numerous changes to the University of Illinois *Statutes* necessitated by the addition of the Springfield campus. Professor Belford then briefly touched on other aspects of the work of the conference. These included current discussion of multi-year contracts for non-tenured faculty; the conference's role as a conduit to the president for concerns of the campus senates; regular meetings with President Stukel and Vice President Manning for general updating; the conference's practice of inviting University officers to join them for an occasional meeting; and the discussions the conference has had about enhancing relations and dialog with the board. Mr. Plummer asked for more information about the suggestion for a post-tenure review system. Professor Belford commented that the first step needed was to make certain that all guidelines for tenure review were being followed consistently throughout the University. After that assurance of consistent application of these procedures is received then additions, such as a post-tenure review system, can be designed and discussed.

BOARD MEETING RECESSED

At 12:25 p.m., the board recessed for luncheon followed by a tour of the South Farms of the Urbana campus and a reception for faculty representatives.¹ The board would reconvene at 8:30 a.m., Friday, October 16, 1998.

¹Material regarding the tour of the South Farms was intended to give the board background for future discussions on a plan to expand this area of the Urbana campus and move the current research fields to a new location further south. (A map of the tour is on file with the secretary.)

BOARD MEETING, OCTOBER 16, 1998

The board meeting reconvened at 8:30 a.m. on October 16. The members recorded as present on the previous day were also in attendance at this time, with the exception of Mrs. Calder who joined the meeting at 8:45 a.m., and Mr. Clark, who joined the meeting at 8:40 a.m.

EXECUTIVE SESSION

Chair Gravenhorst, referring to Section Two of the Open Meetings Act, stated: "A motion is now in order to hold an executive session to consider information regarding the appointment, employment, or dismissal of employees or officers, to discuss pending, probable, or imminent litigation, the acquisition of real property, to discuss campus security, and to receive legal advice from counsel."

The motion was made by Dr. Gindorf and approved by the following vote: Aye, Mr. Engelbrecht, Mr. Gallo, Dr. Gindorf, Mrs. Gravenhorst, Mr. Lamont, Mrs. O'Malley, Mr. Plummer, Ms. Reese; no, none; absent, Mrs. Calder, Governor Edgar, Ms. Lopez.

(The student advisory vote was: Aye, Mr. Doyle; absent, Mr. Clark.)

Acquisition of Real Property, Chicago

The board discussed a proposal to acquire eight buildings in the south campus expansion area at Chicago. These buildings are near the former Maxwell Street Market area. In consideration of concerns about preservation of some aspects of this former area, a plan was presented that involved acquiring these properties and preserving a row of buildings on the east side of Halsted Street. The purpose of this was for notice only.

Appointment of Governor Edgar

(1) President Stukel brought the board up to date on the plans to appoint Governor Jim Edgar to a position in the Institute of Government and Public Affairs. He noted that he wanted to make the appointment immediately after the governor's term ended. Thus, he indicated that he planned to ask the chair to convene a meeting of the Executive Committee to vote on this appointment on January 11, 1999, as soon as the governor's term ends.

By consensus, the board agreed that this was acceptable.

Authorization for Settlement

(2) The university counsel recommends that the board approve settlement of *Oleshchuk v. Tinianow, et al.* in the amount of \$325,000. The plaintiff alleges that University defendants negligently supervised Leonid Bukhar while he was a patient in the University of Illinois Hospital and that as a result he fell, injuring his head. Plaintiff also alleges that immediately thereafter defendants failed to observe, diagnose, evaluate, and treat Mr. Bukhar's condition properly, which subsequently resulted in his death.

The vice president for business and finance concurs.
I recommend approval.

By consensus, the trustees approved of this recommendation as submitted, formal action to be taken subsequently when the board convenes in open meeting.

Search for Associate Vice President for Business and Finance

Dr. Bazzani reported that the search for an individual to fill this position was progressing and that there were three finalists, whom he named. He then discussed the experience of each candidate.

Discussion of a University Employee's Workload

The chair of the board told the board that she had become aware that an employee was being overly burdened with special requests for reports and information from some board members. The board discussed this and suggested that in the future special requests go to the board secretary, for the purpose of placing the request, and that the secretary would then present those that required special attention or are complex to the board chair. The chair would then review these and decide upon the best method for handling them. Mrs. Gravenhorst asked the chancellors to handle any requests that come to them in the same manner.

Acquisition of Real Property, Urbana

Ms. Reese asked about plans for acquisition of specific parcels of land for the expansion of the campus and to provide new research fields for what is now called the South Farms. There was brief discussion of this and an indication that more information would be provided later.

Pending Litigation

Ms. Reese asked for information on the status of the students at the Chicago campus who filed complaints against the campus with the U.S. Office for Civil Rights. Mr. Bearrows responded that all cases that have been reviewed have been dismissed.

Mrs. Calder inquired about litigation with Commonwealth Edison regarding the purchase of electric energy. Mr. Bearrows explained that the case related to acquiring electricity in a more economical way than Commonwealth Edison currently provides.

EXECUTIVE SESSION ADJOURNED

There being no further business, the executive session adjourned at 9:30 a.m.

PUBLIC COMMENT

According to the board's procedures for receiving public comment, the following individuals addressed the board. Each was allowed five minutes for remarks.

Mr. William Winneshiek spoke to the board about the cancellation of a search for an assistant dean of students for Native Americans. He indicated

that budgetary constraints had been the reason given for ending this search. He was very critical of this decision and accused the administration of deceiving the Native American students. He also complained that some students were falsely submitting information stating their ethnic background as Native American on forms required by the Federal government. He stated that this practice had resulted in the University having an artificially high number of Native American students. He indicated that some of these falsely identified students were responsible for the formation of an organization known as a Native American students group in support of Chief Illiniwek. He concluded by saying that he would leave the Urbana campus because he thought the administration and the board blind to the needs of Native American students.

Mrs. Jean Edwards spoke next. She stated that she represented Citizens for Chief Illiniwek, a group made up principally of non-students. She then told the trustees that she had collected nearly 15,000 signatures from persons in support of the continuation of Chief Illiniwek. She also noted that 2,000 students have joined this group since September 1998. In conclusion she stated that an educational foundation was being formed to educate people about Native Americans.

Mr. Howard Wakeland spoke next. He also made remarks in support of continuing Chief Illiniwek. He said that he had been a faculty member at the Urbana campus for 47 years, and associate dean of the College of Engineering for a long time. He stated that he was at the board meeting to reassure the board that the support for Chief Illiniwek was widespread. He mentioned the signatures referred to by Mrs. Edwards and noted that they came from all 50 states and 200 cities in Illinois. He then presented a collection of personal notes and letters written by 1,500 supporters of continuing Chief Illiniwek. He stressed that the general public supports the chief. Also, he addressed the Urbana Senate vote on the continuation of Chief Illiniwek that was conducted last year and stated that he believed that the vote grossly misrepresented the sentiments of the majority of the faculty. He cited over 1,000 notes he and Mrs. Edwards had received from faculty in support of the chief. In addition, he criticized those who asked for the resignation of the chancellor and president because of the continuation of Chief Illiniwek.

The last speaker was Ms. Maaria Mozaffar, a student at the Chicago campus. She addressed the board on the subject of the needs of the campus library and urged allocation of \$300,000 from the contract that is under negotiation with Pepsi Cola Company and the campus to the library on the Chicago campus. She emphasized that she did not go through channels on the campus because she was not sure the issue would be addressed on the campus. She referred to a resolution passed by the undergraduate student government that supported directing the above amount of money to the campus library. She stated that this was passed unanimously by the student representatives.

REPORT FROM URBANA-CHAMPAIGN SENATE COUNCIL

Professor Richard Schacht, chair of the Urbana-Champaign Senate Council, reported on activities for the past year. He spoke of the complexity of shared governance on campus in terms of sharing governance with the deans, the provost, and the chancellor. Next, he noted several significant items that were brought to the senate for discussion and recommendation in the last year. Among these were recommendations of the budget oversight committee of the campus; a proposed policy on intellectual property issues; a recommendation for post-tenure review which he said was being studied and added that a report on this would probably be ready by the end of the year; and he described the involvement of the senate in the taskforce to study the campus library. Professor Schacht indicated that Thomas Mengler, dean of the College of Law (and interim provost between April and October 1998), had chaired the taskforce to study the library and would now chair the search for a new university librarian for the Urbana campus. Discussion with the board ensued on the cost of maintaining the library, acquiring new technology, and raising funds for the library. This concluded Professor Schacht's report. (Materials on file with the secretary.)

GENERAL DISCUSSION OF ITEMS ON THE AGENDA FOR THIS MEETING

The chair announced that if any member of the board had questions about items listed on the agenda for this meeting, they were invited to raise them now.

Ms. Reese said that she had a question about agenda item no. 11 (Increase in Project Budget and Contracts for New Student Housing, Springfield). She noted that the cost per bed in the planned residence hall was \$37,000 and asked if this cost was typical. Dr. Bazzani and Mr. Todd responded that the standard cost was \$35,000 to \$50,000 per bed. Mr. Todd indicated that the cost was typical for other residence halls within the University. He added that the request for an increase in the budget was due to discovery of drainage problems at the construction site.

Mr. Lamont asked about purchase item no. 10 in agenda item no. 13 (gas chromatography/mass spectrometer system). He noted that this equipment is used for testing persons for drug usage and asked if this was the intended use, or if it was for research. The staff members present were unable to answer this but promised to get back to him with information.

BOARD MEETING RECESSED FOR COMMITTEE MEETING

At this time, the board recessed for a meeting of the Committee on Student Affairs.¹

¹Several students representing the organization TEAM (Together Encouraging Awareness of Multiculturalism) at the Urbana campus presented the goal of their organization. This is to counter racial discrimination on campus by open communication among different ethnic groups. The students described the educational programs conducted by the TEAM. The students who spoke were: Anjali Adukia, Fidel Duenas, Coleman B. Evans, Jung Kim, and Kristen Piwowski. They were introduced by Samuel N. Gallo, student trustee, Urbana. Vice Chancellor Patricia Askew also commented on the group's leadership training. (Materials on file with the secretary.)

BOARD MEETING RECONVENED

Following the committee meeting, the board reconvened at 11:40 a.m. All board members recorded as present at the earlier roll call were present at this time.

REPORT ON HOPE FOR THE CHILDREN

Mrs. Gravenhorst shared information on a visit she had made to a special program that is an alternative to conventional foster care for children. This program is known as Hope for The Children. Mrs. Gravenhorst indicated that she had asked the program director, Dr. Brenda Krause Eheart, a faculty member in the Institute for Government and Public Affairs and in the Department of Sociology, to speak to the board. She also asked Vice President Manning and Dr. Jack Knott, director of the Institute for Government and Public Affairs, to make introductory remarks about Dr. Eheart's development of this program. Dr. Eheart described how the project started and future plans for the project. She said that her past research had been on adoption of older and troubled children and on the large number of children in the U.S. who are growing up in foster care settings. She stated that she sought an alternative to conventional foster care because of its limitations and often poor outcomes. She stressed the need for a community and developed Hope for The Children in 13 houses made available by the closing of Chanute Air Force Base at Rantoul, Illinois. She raised funds to purchase these properties. The concept also includes retired persons who work for the program for reduced rent in this new community, and are foster grandparents to the foster children who also live there. She showed a video of a television interview that Ted Koppel had conducted a little while earlier. Two of Dr. Eheart's graduate students also reported. They described the correlation between human problems and health, and plans to transport the program to different sites in the U.S. The trustees commended Dr. Eheart on her outstanding work. (Materials on file with the secretary.)

MINUTES APPROVED

The secretary presented for approval the press proofs of the minutes of the Board of Trustees meetings of March 11-12, April 8-9, May 14, and June 10-11, 1998, copies of which had previously been sent to the board.

On motion of Dr. Gindorf, these minutes were approved.

BUSINESS PRESENTED BY THE PRESIDENT OF THE UNIVERSITY

President Stukel recognized and introduced observers from the campus senates and from the University Senates Conference.¹

¹University Senates Conference: Gordon J. Baker, professor and chief of staff, Large Animal Clinic, College of Veterinary Medicine, Urbana-Champaign campus; Chicago Senate: John F. Fitzloff, associate professor of medicinal chemistry and pharmacognosy; Springfield Senate: Denise D. Green, assistant professor, library instructional services; Urbana-Champaign Senate Council: Richard L. Schacht, professor of philosophy, professor of criticism and interpretive theory, Jubilee Professor of Liberal Arts and Sciences, and Campus Honors Faculty member.

President's Report

He expressed thanks to Trustee Engelbrecht for his work with the agricultural community in the State on behalf of the University. He reported that the annual meeting he and Chancellor Aiken had had with representatives of the agricultural community was successful. The president also announced that he would visit Rockford and Winnebago Counties on October 29. Then he asked Kirk Hard to comment on the veto session in the State legislature.

Mr. Hard noted that there was to be an election on November 3, 1998, for U.S. Senate, governor, constitutional officers, and other offices. He said that the veto session would be after this and he reminded the board that the purpose of this is to deal with the governor's amendatory vetoes of legislation. He added that it is a time for a few other things to be accomplished and that if there is an appropriations bill, the University had several important issues to present for this veto session. These included the University's first priority—funding for construction of a new College of Medicine Building (\$93 million). If this is not possible, the next priority will be a fund of \$15 million for addressing deferred maintenance on the campuses of all public universities in the State. Another item is support for biotechnology development on all of the campuses of the University of Illinois. Other issues stated were changes to the Procurement Act (with support from other public higher education institutions); monitoring of any legislation proposed for early retirement; and responses to the Auditor General on the number of ROTC tuition waivers granted.

In closing, Mr. Hard said that he would be sharing with the board the goals for legislative relations for his office for the rest of the year (after the veto session).

Mrs. Calder asked about the University's position on early retirement legislation. Mr. Hard stated that there is not yet a bill on this subject. Mrs. Calder said that the last such program excluded University employees and that she thought this would not be advisable this time, if a bill is presented. She asked that this issue be brought back to the board for discussion later.

Good News from the Campuses

President Stukel reported that several faculty members had recently distinguished themselves and the University. He cited the following.

Mark Leff, associate professor of history and member of the campus honors faculty at Urbana, has been named the 1998 Carnegie Foundation for the Advancement of Teaching Illinois Professor of the Year. He said that Professor Leff specializes in 20th century U.S. history. He noted that in addition to the Campus Award for Excellence in Undergraduate Teaching, Professor Leff has been honored by the Andrew Mellon Foundation, the American Council of Learned Societies, and the Ford Foundation, to name a few. The president said we can be very proud of Professor Leff.

Next, he reported that Glen Hahn Cope, dean of the College of Public Affairs and Administration at UIS, has been named a fellow of the National Academy of Public Administration. The president said that this group assists federal, state, and local governments improve their effectiveness, efficiency, and accountability. He noted that the academy is one of only two such agencies to receive a Congressional charter, the other being the National Academy of Sciences. The president stated that current fellows include well-known leaders such as Elliot Richardson, Colin Powell, Donald Rumsfeld, and our own Sam Gove, and Naomi Lynn.

Last, President Stukel announced that Professor Ashish K. Sen, director of the Urban Transportation Center at Chicago, was named by President Clinton as director of the U.S. Bureau of Transportation Statistics in the U.S. Department of Transportation. The president said that this position requires Senate confirmation. Professor Sen will be responsible for directing data collection, analysis, and reporting to ensure the most cost-effective uses of transportation monitoring resources. He will work with State and Federal officials to implement long-term programs for national transportation systems. The president observed that this is a very high profile appointment.

OLD BUSINESS

Mr. Lamont indicated that the Athletic Board at the Urbana campus proposed a new indoor football practice facility which can be used as a multi-purpose facility, and that funds for this from a private source may be available now. He said it might be possible to bring this to the board soon.

He also reported that he and Ms. Lopez had attended a meeting of the State Universities Civil Service Merit Board since the last meeting of the board. He said that two employment issues from the Urbana campus were resolved. On a third issue, he said that the Merit Board requested more information from the University. This concerned the academic professional class of employees at the University. Mr. Lamont said that the next meeting of the Merit Board would be in January 1999.

NEW BUSINESS

Mr. Doyle told the board that the students at the Springfield campus are discussing a new student fee at that campus and reviewing a spending plan for it, as well as considering making small increases in student fees an annual matter. He said that the Springfield campus had had a successful homecoming and that new services for students were growing, such as those for disabled students. He also said that a temporary building at the campus was being renovated for use for student activities.

Mr. Clark said that the Undergraduate Student Government at Chicago had held a forum on fees to discuss a Chicago Transit Authority pass for university students. He noted that students at Chicago are concerned about services they receive for student fees. He added that the students at Chicago would like to have a University-wide discussion of library needs.

Mr. Gallo reported that the main item of interest concerning students at Urbana since the last board meeting had been the approval of a referendum to levy a \$1.00 fee for student government. He said that the recommendation for this will come to the board in November, with other fee and tuition recommendations. He also told the board that there had been two vigils held on the campus in recent weeks, one was to publicly oppose domestic violence and the other was to speak out on the murder of a student, Mr. Shepherd, at the University of Wyoming. He concluded by saying that the homecoming parade would start at 6:00 p.m. that evening.

Mrs. Gravenhorst made brief remarks about an upcoming meeting conducted by the Association of Governing Boards that she was to attend. This is to include discussions of investments for higher education.

In response to comments made earlier in the meeting, Chancellor Broski assured the board that the Chicago campus library would be supported.

REGULAR AGENDA

The board considered the following reports and recommendations from the president of the University.

Dean, College of Applied Life Studies, Urbana

(3) The chancellor at Urbana has recommended the appointment of Tanya M. Gallagher, presently associate dean, University Affairs, McGill University, Montreal, Canada, as dean, College of Applied Life Studies, beginning December 1, 1998, on a twelve-month service basis, at an annual nine-month base salary of \$122,730 plus 2/9 annualization of \$27,270 and an administrative increment of \$10,000, for a total annual salary of \$160,000. Dr. Gallagher will also be appointed to the rank of professor of speech and hearing science on indefinite tenure on an academic year service basis on zero percent time. She will succeed Interim Dean Robert Sprague who will return to his tenured faculty position in the Department of Kinesiology effective December 1, 1998.

This recommendation is made with the advice of a search committee.¹

The vice president for academic affairs concurs.

I recommend approval.

On motion of Dr. Gindorf, this appointment was approved.

¹Victor E. O. Valli, professor of veterinary pathobiology and dean, College of Veterinary Medicine, *chair*; Reginald J. Alston, associate professor of community health, College of Applied Life Studies; R. Warwick Armstrong, professor of community health, College of Applied Life Studies; Richard A. Boileau, professor of kinesiology, College of Applied Life Studies; Sandra L. Ettema, graduate student; Mildred B. Griggs, professor of human resource education and dean, College of Education; Jon R. Gunderson, coordinator of assistive communication and information technology, Division of Rehabilitation Education Services, College of Applied Life Studies; Charissa Lansing, associate professor of speech and hearing science, College of Applied Life Studies; Edward McAuley, professor of kinesiology, College of Applied Life Studies; Cary D. McDonald, associate professor of leisure studies, College of Applied Life Studies and associate professor, Cooperative Extension Service, College of Agricultural, Consumer and Environmental Sciences; Nancy Eileen Mansfield, administrative aide, Division of Rehabilitation Education Services, College of Applied Life Studies; F. Adele Proctor, associate professor of speech and hearing science, College of Applied Life Studies; Bruce E. Wicks, associate professor of leisure studies, College of Applied Life Studies and associate professor, Cooperative Extension Service, College of Agricultural, Consumer and Environmental Sciences; Aleta S. Williams, undergraduate student.

By consensus, the board agreed that one vote would be taken and considered the vote on each agenda item nos. 4 through 7 inclusive. The recommendations were individually discussed but acted upon at one time.

(The record of board action appears at the end of each item.)

Executive Director of the University Office of Public Affairs

(4) I recommend the appointment of Susan H. Trebach, currently director of the Office of News and Public Affairs at the University of Wisconsin-Madison, as executive director of the University Office of Public Affairs, effective October 16, 1998, on a twelve-month service basis at an annual salary of \$125,000.

Reporting to the president, the executive director will serve as a university officer directing the University Office of Public Affairs, advising the president on such issues, and leading the public affairs strategic initiative for the University.

This recommendation is made with the advice of a search committee.¹ I am pleased to present this recommendation.

On motion of Ms. Reese, this appointment was approved.

Appointments to the Faculty, Administrative/Professional Staff, and Intercollegiate Athletic Staff

(5) Positions in the University are classified in the following categories and are designated in the budget by the symbols indicated.

A—Indefinite tenure

B—Ten months' service paid over twelve months

K—Headship—As provided in the *Statutes*, the head of a department is appointed without specified term

N—Term appointment not eligible to be appointed for an indefinite term and not credited toward probationary period

Q—Initial term appointment for a professor or associate professor

Y—Twelve-month service basis

1-7—Indicates the number of years of service which will be credited at the end of the contract period toward completion of the probationary period relating to tenure.

Figures following a symbol indicate percentage of time if the appointment is on a part-time basis (e.g., N75 means one year on three-fourths time).

Appointments to the Faculty

According to State statute, the student trustee will not vote on those items marked with an asterisk.

The following new appointments to the faculty at the rank of assistant professor and above, and certain administrative positions, have been approved since the previous meeting of the Board of Trustees and are now presented for your confirmation.

Chicago

TEJAL A. DESAI, assistant professor of bioengineering, beginning August 21, 1998 (1), at an annual salary of \$60,000.

STEVEN M. DEVINE, assistant professor of medicine, on 5 percent time, College of Medicine at Chicago, and physician surgeon in medicine, on 95 percent time, University

¹William M. Murphy, associate chancellor for public affairs, Urbana-Champaign campus, *chair*; Kim B. Rotzoll, professor of advertising and dean, College of Communications, Urbana-Champaign campus; Susan J. Sindelar, executive assistant to the president; Robert K. Todd, associate vice president for administration and human resources; Ann C. Weller, associate professor and deputy librarian for the health sciences, Chicago campus.

- of Illinois Hospital and Clinics, beginning September 1, 1998 (1Y5;NY95), at an annual salary of \$150,000. Funding equivalent to a 51 percent time tenure track appointment as assistant professor is provided by the Office of the Vice Chancellor for Health Services.
- ELIZABETH A. ESSEX, assistant professor, Jane Addams College of Social Work, beginning August 21, 1998 (1), at an annual salary of \$42,000.
- BIN HE, assistant professor of microbiology and immunology, College of Medicine at Chicago, August 1-20, 1998 (N), \$4,000, and continuing August 21, 1998 (1), at an annual salary of \$54,000.
- JOHN R. HETLING, assistant professor of bioengineering, beginning August 21, 1998 (1), at an annual salary of \$60,000.
- GEORGE RICHARD HOLT, assistant professor of communication, beginning August 21, 1998 (1), at an annual salary of \$44,500.
- KIRK A. HOPPE, assistant professor of history, beginning August 21, 1998 (1), at an annual salary of \$39,000.
- CHANG-MING HSIEH, assistant professor, Jane Addams College of Social Work, beginning August 21, 1998 (1), at an annual salary of \$42,000.
- JON D. KASSEL, assistant professor of psychology, beginning August 21, 1998 (2), at an annual salary of \$54,000.
- AJAY D. KSHEMKALYANI, assistant professor of electrical engineering and computer science, beginning August 21, 1998 (3), at an annual salary of \$63,000.
- * BYUNGTAE LEE, associate professor of information and decision sciences, for three years beginning August 21, 1998 (Q), at an annual salary of \$83,000.
- * DAGMAR C. G. LORENZ, professor of German, beginning August 21, 1998 (A), at an annual salary of \$79,000.
- WILLIAM L. MIZE, assistant professor of pediatrics, on 55 percent time, and physician surgeon in pediatrics, on 45 percent time, College of Medicine at Peoria, beginning September 15, 1998 (NY55;NY45), at an annual salary of \$88,000.
- YOUNG KYU PARK, assistant professor of accounting, beginning August 27, 1998 (N), at an annual salary of \$81,000.
- ANA ABIGAIL PAYNE, assistant professor, Institute of Government and Public Affairs, on 50 percent time, and assistant professor, Public Administration Program, College of Urban Planning and Public Affairs, on 50 percent time, beginning August 21, 1998 (2), at an annual salary of \$57,000.
- * STEVEN M. POGWIZD, associate professor of medicine, on 51 percent time, and physician surgeon in medicine, on 49 percent time, College of Medicine at Chicago, beginning August 1, 1998 (AY51;NY49), at an annual salary of \$130,000.
- MIROSLAV REZAC, assistant professor of medicinal chemistry and pharmacognosy, August 5-20, 1998 (N), \$2,844, and continuing August 21, 1998 (1), at an annual salary of \$48,000.
- DEBORAH A. SCHIAPPA, assistant professor of medicine, College of Medicine at Chicago, on 75 percent time, beginning September 1, 1998 (1Y), at an annual salary of \$68,627.
- KATRIN SCHULTHEISS, assistant professor, Women's Studies Program, on 51 percent time, and assistant professor of history, on 49 percent time, beginning September 1, 1998 (1;1), at an annual salary of \$43,000.
- LAURA ELISE SCHWENDINGER, assistant professor of performing arts, beginning August 21, 1998 (1), at an annual salary of \$38,000.
- JANET L. SMITH, assistant professor, Urban Planning and Policy Program, beginning September 1, 1998 (1), at an annual salary of \$41,200.
- BABAK YAGHMAI, assistant professor of radiology, on 51 percent time, and physician surgeon in radiology, on 49 percent time, College of Medicine at Chicago, beginning September 1, 1998 (1Y51;NY49), at an annual salary of \$145,230.

Emeriti Appointments

- REINALDO AYERBE-CHAUX, professor emeritus of Spanish, French, Italian, and Portuguese, September 1, 1998

- RICHARD L. CARLIN, professor emeritus of chemistry, August 1, 1998
 ALOIS R. HASTREITER, professor emeritus of pediatrics, College of Medicine at Chicago, September 1, 1998
 EMANUEL HURWITZ, JR., associate professor emeritus, College of Education, September 1, 1998
 JULIUS MENACKER, professor emeritus, College of Education, September 1, 1998
 EDWARD WYNNE, professor emeritus, College of Education, September 1, 1998

Urbana-Champaign

- BARRY JAMES ACKERSON, assistant professor, School of Social Work, beginning August 21, 1998 (1), at an annual salary of \$43,000.
 ABBAS AMINMANSOUR, assistant professor, School of Architecture, beginning August 21, 1998 (1), at an annual salary of \$45,000.
 BARBARA ANN BAILEY, assistant professor of statistics, beginning August 21, 1998 (1), at an annual salary of \$50,000.
 * ROSALINDA BENAVIDES BARRERA, professor of curriculum and instruction, beginning August 21, 1998 (A), at an annual salary of \$75,000.
 GAURI BHATTACHARYA, assistant professor, School of Social Work, beginning August 21, 1998 (1), at an annual salary of \$54,000.
 DALE E. BRASHERS, assistant professor of speech communication, beginning August 21, 1998 (3), at an annual salary of \$54,000.
 BEAR FREDERICK BRAUMOELLER, assistant professor of political science, beginning August 21, 1998 (1), at an annual salary of \$45,000.
 MATTI BUNZL, assistant professor of anthropology, on 100 percent time, and Aaron and Robin Fischer Endowed Assistant Professor in Anthropology, Drobny Program for the Study of Jewish Culture and Society, on zero percent time, beginning August 21, 1998 (1;N), at an annual salary of \$41,000.
 CHRISTI ANN CERVANTES, assistant professor of educational psychology, beginning August 21, 1998 (1), at an annual salary of \$43,000.
 INCHEOL CHOI, assistant professor of psychology, August 7-20, 1998 (N), \$5,000, and continuing August 21, 1998 (1), at an annual salary of \$47,000.
 ADRIAN CUSSINS, assistant professor of philosophy, on 100 percent time, and assistant professor, Graduate School of Library and Information Sciences, on zero percent time, beginning August 21, 1998 (4;N), at an annual salary of \$50,000.
 CHARIS MARY CUSSINS, assistant professor of sociology, on 50 percent time, and assistant professor, Women's Studies Program, on 50 percent time, beginning August 21, 1998 (1;1), at an annual salary of \$45,000.
 TERESA C. GALLAGHER, assistant professor of community health, beginning August 21, 1998 (1), at an annual salary of \$48,000.
 * LESLIE G. GASSER, associate professor, Graduate School of Library and Information Science, beginning August 21, 1998 (A), at an annual salary of \$85,000.
 MICHAEL R. GOLDMAN, assistant professor of sociology, beginning August 21, 1998 (1), at an annual salary of \$45,000.
 * JOE GRANT HARPER, professor of human and community development, beginning August 21, 1998 (A), at an annual salary of \$67,000.
 ROSILIE HERNANDEZ-PECORARO, assistant professor of Spanish, Italian, and Portuguese, beginning August 21, 1998 (1), at an annual salary of \$42,000.
 * FREDERICK E. HOXIE, professor of history, on 100 percent time, and Swanlund Endowed Chair in History, on zero percent time, beginning August 21, 1998 (A100;N), at an annual salary of \$120,000.
 * YONGGANG HUANG, associate professor of mechanical and industrial engineering, beginning August 21, 1998 (A), at an annual salary of \$74,000.
 * DAVID JAY KRIEGMAN, associate professor of computer science, beginning August 21, 1998 (A), at an annual salary of \$85,000.
 * CHARLOTTE MATTAX MOERSCH, associate professor, School of Music, beginning August 21, 1998 (A), at an annual salary of \$57,000.

- WILLIAM MOERSCH, assistant professor, School of Music, beginning August 21, 1998 (1), at an annual salary of \$51,500.
- RAMONA FAITH OSWALD, assistant professor of family studies in the Department of Human and Community Development, beginning August 21, 1998 (1), at an annual salary of \$42,000.
- EMANUEL PASTREICH, assistant professor of East Asian languages and cultures, beginning August 21, 1998 (1), at an annual salary of \$41,000.
- DAVID WAYNE PATTERSON, assistant professor, School of Music, beginning August 21, 1998 (1), at an annual salary of \$37,000.
- MIRIAM RUTH PELIKAN PITTINGER, assistant professor of the classics, beginning August 21, 1998 (1), at an annual salary of \$40,000.
- * RAYMOND LEWIS PRICE, professor of general engineering, on 100 percent time, and William Harrison Severns Chair of General Engineering, on zero percent time, beginning August 21, 1998 (A;N), at an annual salary of \$130,000.
- BRIAN DOUGLAS RUPPERT, assistant professor of East Asian languages and cultures, on 50 percent time, and assistant professor, Program for the Study of Religion, on 50 percent time, beginning August 21, 1998 (N;N), at an annual salary of \$41,000.
- ALLISON M. RYAN, assistant professor of educational psychology, beginning August 21, 1998 (1), at an annual salary of \$43,000.
- RACHEL ARNA SCHURMAN, assistant professor of sociology, beginning August 21, 1998 (1), at an annual salary of \$53,000.
- JAN SCHWARZ, assistant professor of Germanic languages and literatures, on 100 percent time, and Weber Endowed Assistant Professor of Hebrew and Yiddish, Drobny Program for the Study of Jewish Culture and Society, on zero percent time, beginning August 21, 1998 (1;N), at an annual salary of \$40,000.
- * LUI RAYMOND SHA, professor of computer science, for four years beginning August 21, 1998 (Q), at an annual salary of \$118,000.
- ANDREW CARL SINGER, assistant professor of electrical and computer engineering, beginning August 21, 1998 (1), at an annual salary of \$61,000.
- * GALE E. SUMMERFIELD, associate professor of human and community development, College of Agricultural, Consumer and Environmental Sciences, on 40 percent time, and director, Office of Women in International Development, International Programs and Studies, on 60 percent time, beginning August 29, 1998 (A;N), at an annual salary of \$60,000.
- JENNIFER LEAH TANK, assistant professor of natural resources and environmental sciences, beginning August 21, 1998 (1), at an annual salary of \$46,000.
- PATRICK T. VARGAS, assistant professor of advertising, beginning August 21, 1998 (1), at an annual salary of \$52,000.
- STEPHEN P. ZANK, assistant professor, School of Music, beginning August 21, 1998 (1), at an annual salary of \$36,000.

Emeriti Appointment

STUART S. NAGEL, professor emeritus of political science, September 1, 1998

Administrative/Professional Staff

- ARNIM E. DONTES, assistant to the head of the Department of Psychiatry, College of Medicine at Chicago, beginning July 1, 1998 (NY), at an annual salary of \$95,000.
- C. WILLIAM GIBSON, chair of the Department of Obstetrics and Gynecology, College of Medicine at Peoria, on zero percent time on a twelve-month service basis with an administrative increment of \$20,000, beginning October 19, 1998 (NY). Dr. Gibson will continue to hold the rank of associate professor of clinical obstetrics and gynecology, non-tenured, on 55 percent time, and will continue to serve as physician surgeon in obstetrics and gynecology, on 45 percent time, College of Medicine at Peoria, at an annual salary of \$160,000 (WY55;Y45), for a total annual salary of \$180,000.

- MICHAEL M. LANDEK, associate vice chancellor for student affairs and enrollment management and director of Campus Auxiliary Services, Chicago, beginning October 19, 1998 (NY), at an annual salary of \$100,000.
- MYRNA H. MAZUR, assistant vice chancellor for medical center external affairs, Office of the Vice Chancellor for Health Services, Chicago, on 72 percent time, beginning September 1, 1998, and continuing as clinical assistant professor of social work in psychiatry, College of Medicine at Chicago, on 28 percent time, (NY72;NY28), at an annual salary of \$115,000.
- CAROLE ANNE MISERENDINO, chief nursing officer/associate dean, on 100 percent time, University of Illinois Hospital and Clinics, and on zero percent time, College of Nursing, beginning July 1, 1998, at an annual salary of \$120,000.
- * RICHARD H. PEARL, surgeon-in-chief, on 30 percent time, and director of pediatric trauma, on 9 percent time, Children's Hospital of Illinois at Saint Francis Medical Center, College of Medicine at Peoria, at an annual salary of \$177,000, and visiting professor of surgery, on 51 percent time, and physician surgeon in surgery, on 10 percent time, College of Medicine at Peoria, at an annual salary of \$123,000, beginning June 15, 1998, for a total annual salary of \$300,000.
- JOHN MICHAEL PEZZUTO, associate dean for research and graduate education, College of Pharmacy, Chicago, on zero percent time on a twelve-month service basis with an administrative increment of \$9,600, beginning September 1, 1998 (NY). Dr. Pezzuto will continue to hold the rank of professor of pharmacognosy, College of Pharmacy, on indefinite tenure on a twelve-month service basis on 100 percent time, professor of pharmacognosy in the Department of Surgical Oncology, College of Medicine at Chicago, non-tenured, on zero percent time, associate professor of pharmacy in the Department of Surgery, College of Medicine at Chicago, non-tenured, on zero percent time, and will continue to hold the position of associate director of the Specialized Cancer Center, College of Medicine at Chicago, on zero percent time (AY100;N;NY;NY), for a total annual salary of \$123,170.
- * JOSE S. PULIDO, head of the Department of Ophthalmology, College of Medicine at Chicago, on zero percent time on a twelve-month service basis with an administrative increment of \$50,000, beginning October 19, 1998 (KY). Dr. Pulido will also be appointed as chief of service, University of Illinois Hospital and Clinics, on zero percent time on a twelve-month service basis with an administrative increment of \$25,000, beginning October 19, 1998 (NY). In addition, he will be appointed to the rank of professor of ophthalmology on indefinite tenure on a twelve-month service basis on 50 percent time, and to the position of physician surgeon in ophthalmology on a twelve-month service basis on 50 percent time, College of Medicine at Chicago, beginning October 19, 1998 (AY50;NY50), for a total annual salary of \$300,000.
- * ROBERT G. SLACK, chair of the Department of Psychiatry, College of Medicine at Rockford, on zero percent time on a twelve-month service basis with an administrative increment of \$20,000, beginning October 19, 1998 (NY). Dr. Slack was promoted to the rank of associate professor of clinical psychiatry, non-tenured, on September 1, 1998. He will continue to hold this rank on 57 percent time, and will continue to serve as physician surgeon in psychiatry, on 43 percent time, College of Medicine at Rockford, (NY57;NY43), at an annual salary of \$135,411, for a total annual salary of \$155,411.
- HENRY TAYLOR, JR., executive director, Mile Square Health Center, Office of the Vice Chancellor for Health Services, Chicago, beginning August 4, 1998, at an annual salary of \$92,000.
- JOSEPH DAVID THULIN, director and institutional veterinarian, Office of Laboratory Animal Resources, Urbana-Champaign, on 100 percent time, and adjunct assistant professor of veterinary pathobiology, on zero percent time, August 1-20, 1998 (NY100;N), at an annual salary of \$125,000. Dr. Thulin continues to serve as director and institutional veterinarian, Office of Laboratory Animal Resources, on 95 percent time, effective August 21, 1998 (NY), at an annual salary of \$119,890, and was also appointed to the rank of assistant professor of veterinary pathobiology, on 5 percent

time, beginning August 21, 1998 (N), at an annual salary of \$5,110, for a total annual salary of \$125,000.

JOHN W. TOWNS, senior associate director, National Center for Supercomputing Applications, Urbana-Champaign, beginning July 30, 1998 (NY), at an annual salary of \$98,000.

Intercollegiate Athletic Staff

HARRIETT F. WEATHERFORD, associate director of athletics—business affairs, Division of Intercollegiate Athletics, Urbana-Champaign, beginning August 21, 1998 (NY), at an annual salary of \$100,000.

On motion of Ms. Reese, these appointments were confirmed.

Consolidate the Ph.D. Programs in Business Administration, College of Business Administration, Chicago

(6) The chancellor at Chicago, with the advice of the Chicago Senate, the Graduate College, and the College of Business Administration, recommends the consolidation of the five Ph.D. programs in Business Administration into a single doctoral program administered centrally by the college.

The doctoral programs in business administration were approved by the Illinois Board of Higher Education in 1987 and implemented in 1988. Originally, there were seven programs: accounting, business economics, finance, human resources management, management information systems, marketing, and operations management. Two of these programs, accounting and operations management, were never implemented.

The remaining five programs are currently under the administrative control of individual departments, each with its own program requirements and examination structure. The five programs are small in size with a total of about 50 students. Most of the programs admit only two or three students each year. In addition to each program having its own requirements, each requires both departmental and college resources. The current programs are somewhat disconnected and lack the flexibility of the proposed program.

The proposal to consolidate includes three major changes to current practice: (1) it centralizes the administration of the program under a single curriculum; (2) it provides for doctoral study in interdisciplinary areas and areas not sufficiently popular to warrant a separate track; and (3) it proposes changes in the required courses to provide more flexibility and opportunity to specialize. Departmental tracks of the current program would become *Areas of Inquiry*, each guided by a standing committee. Moreover, there would be the possibility of forming *ad hoc* committees for students pursuing interdisciplinary research in areas not served by any of the *Areas of Inquiry*.

The proposed plan moves in the direction of the British system, where the student's advisor and independent study are given greater importance. The course requirements are more flexible, thereby making it feasible to have a viable program without relying on courses with low enrollments. Quality control and consistency across the program are ensured through centralization of programmatic responsibilities under the college.

The vice president for academic affairs concurs with this recommendation. The University Senates Conference has indicated that no further senate jurisdiction is involved.

I recommend approval, pending further action by the Illinois Board of Higher Education.

On motion of Ms. Reese, this recommendation was approved.

Proposed Revision to *The General Rules Concerning University Organization and Procedure*

(7) An overall editing and revision to *The General Rules Concerning University Organization and Procedure* is recommended to correct grammatical inconsistencies, update language as required, and to remove unnecessary or archaic practices.

This document is amended periodically to provide for changes that result from internal or external policy changes, e.g., new legislation that affects the University. In the course of time these periodic amendments result in disjointed transitions between sections, and give rise to inconsistencies in language.

With the assistance of Professor Kenneth E. Andersen who provided a painstaking review of each section of the *General Rules*, and edited the document for consistency, this document has been thoroughly edited and revised. Further, Dr. Andersen conferred as appropriate with committees of the campus senates and the University Senates Conference approved these changes.

As mentioned above, many of the changes related to grammatical alterations, such as making the use of capitalized words consistent, ensuring that references to the campuses and the University are clear and correctly applied, and providing for clarification of terms. Dr. Andersen also added a note referencing related documents extant within the University to help the reader find those references.

These modifications have been endorsed by the University Senates Conference. The vice president for academic affairs now recommends approval.

I concur.

On motion of Ms. Reese, this recommendation was approved.

(*The General Rules Concerning University Organization and Procedure* is printed as an appendix to these minutes.)

By consensus, the board agreed that one roll call vote would be taken and considered the vote on each agenda item nos. 8 through 14 inclusive. The recommendations were individually discussed but acted upon at one time.

(The record of board action appears at the end of each item.)

Contract Award for University Electric Distribution Development—Phase II Component, Chicago

(8) Phase II of the University Electric Distribution Development Project at the Chicago campus calls for Commonwealth Edison to provide a high voltage single point of connection with the University. This Phase II project incorporates four major components: (1) Purchase of high-voltage switchgear equipment and major transformers; (2) Commonwealth Edison equipment and installation services; (3) the installation of the high-voltage cable to interconnect the east and west sides of the Chicago campus; and (4) the substation construction packages for the east and west sides of the Chicago campus. In July, the Board of Trustees approved the actions for items one and two above. Proceeding with item three accordingly, the president of the University, with the concurrence of the appropriate University officers, recommends that a contract be awarded to Aldridge Electric, Inc., Libertyville, in the amount of \$1,109,500. Competitive bidding procedures were followed in accordance with the Illinois Procurement Code, and the award is to the lowest responsible bidder on the basis of its base bid (\$1,098,000) plus acceptance of alternates #1 (\$10,000), #4 (\$1,500), and #5 (\$0).¹ Item 4 is scheduled for bid in late October completing the final component of this project phase.

Funds are available from the proceeds of the sale of the (Utilities Infrastructure Projects) Series 1997 Certificates of Participation.

A schedule of the bids received has been filed with the secretary of the board for the record.

On motion of Dr. Gindorf, this recommendation was approved by the following vote: Aye, Mrs. Calder, Mr. Engelbrecht, Mr. Gallo, Dr. Gindorf,

¹Description of Alternates: #1—5-year warranty in lieu of 2-year warranty; #4—Letter of Credit; #5—Alternate Lien Waiver Process.

Mrs. Gravenhorst, Mr. Lamont, Mrs. O'Malley, Mr. Plummer, Ms. Reese; no, none; absent, Governor Edgar, Ms. Lopez.

(The student advisory vote was: Aye, Mr. Clark, Mr. Doyle; no, none.)

Contract for Phase I of Gregory Drive Steam Tunnel Project, Urbana

(9) The president of the University, with the concurrence of the appropriate University officers, recommends that a contract be awarded for \$328,800 to M&O Environmental Company, Peoria, for Phase I of the Gregory Drive Steam Tunnel project. Competitive bidding procedures in accordance with the Illinois Procurement Code were followed, and the recommended award is to the lowest responsible bidder on the basis of its base bid.

The Phase I work consists of asbestos abatement, reinsulation, and jacketing of all existing 6 inch through 12 inch steam piping that is to remain in place between Abbott Power Plant and Sixth Street (3,400 lineal feet) in order to better protect it from construction and future operational damage.

Funds are available from the proceeds of the sale of the (Utility Infrastructure Projects) Series 1997 Certificates of Participation.

A schedule of the bids received has been filed with the secretary of the board for record.

On motion of Dr. Gindorf, this recommendation was approved by the following vote: Aye, Mrs. Calder, Mr. Engelbrecht, Mr. Gallo, Dr. Gindorf, Mrs. Gravenhorst, Mr. Lamont, Mrs. O'Malley, Mr. Plummer, Ms. Reese; no, none; absent, Governor Edgar, Ms. Lopez.

(The student advisory vote was: Aye, Mr. Clark, Mr. Doyle; no, none.)

Project Approval for Remodeling Locker Rooms, Pavilion, Chicago

(10) In order to provide locker room, training, and officiating facilities that will comply with the requirements of the Midwest Collegiate Conference Basketball Tournament to be hosted by the University of Illinois at Chicago in February and March of 1999, the UIC Pavilion is to be remodeled.

The project consists of phased remodeling of approximately 4,500 gsf of the rink-level locker room area. Upon completion, the facility will contain a men's home team locker room and restroom, women's home team locker room and restroom. For visiting teams, there will be two locker rooms and restrooms, a training room, and two officials' rooms with restrooms. The air conditioning, heating, and ventilation systems will also be improved along with some minor remodeling in the area to support the new locker rooms. Accessibility within the remodeled space will be provided in accordance with ADA requirements.

Accordingly, the president of the University, with the concurrence of the appropriate University officers, recommends that the project be approved at \$729,000.

Funds are available from the Auxiliary Facilities System, Series 1996 Revenue Bond Funds.

On motion of Dr. Gindorf, this recommendation was approved by the following vote: Aye, Mrs. Calder, Mr. Engelbrecht, Mr. Gallo, Dr. Gindorf, Mrs. Gravenhorst, Mr. Lamont, Mrs. O'Malley, Mr. Plummer, Ms. Reese; no, none; absent, Governor Edgar, Ms. Lopez.

(The student advisory vote was: Aye, Mr. Clark, Mr. Doyle; no, none.)

Increase in Project Budget and Contracts for New Student Housing, Springfield

(11) On July 11, 1996, the Board of Trustees approved a recommendation to delegate authority to the comptroller to award construction contracts to the lowest responsible bidder in each division of work for the new student housing project at the Springfield campus, provided the total of the bids received did not exceed \$2,107,000.

Competitive bidding in accordance with the Illinois Procurement Code was followed; and on September 2 and 3, 1998, bids for all work were received and opened. The total amount for all of the services required was \$2,299,733. In order to award the construction contracts, including alternates desired by the campus, it is necessary to increase the project budget by \$300,000.

Accordingly, the president of the University, with the concurrence of the appropriate university officers, recommends that the project budget be increased by \$300,000 from \$2,500,000 to \$2,800,000.

It is further recommended that the following contracts be awarded. The award in each case is to the lowest responsible bidder on the basis of its base bid plus acceptance of the indicated alternates.¹

Division I—General

Siciliano, Inc., Springfield	Base Bid	\$1,607,750	
	Alt. #G-1	10,306	
	Alt. #G-4	<u>12,000</u>	
			\$1,630,056

Division II—Plumbing

Henson Robinson Company, Springfield	Base Bid		248,675
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*Division III—Heating, Piping,
Refrigeration, and Temperature Control*

Henson Robinson Company, Springfield	Base Bid		58,046
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*Division IV—Ventilation and Air
Distribution*

Henson Robinson Company, Springfield	Base Bid		94,454
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Division V—Electrical

Lindsey Electric, Inc., Springfield	Base Bid	224,542	
	Alt. #E-1	<u>43,960</u>	
			<u>268,502</u>

Total			\$2,299,733
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The project is to construct 20 new housing units for 80 students.

Funds for the project are available from the Auxiliary Facilities System, Series 1996 Bond Funds.

A schedule of the bids received has been filed with the secretary of the board for record.

On motion of Dr. Gindorf, these recommendations were approved by the following vote: Aye, Mrs. Calder, Mr. Engelbrecht, Mr. Gallo, Dr. Gindorf, Mrs. Gravenhorst, Mr. Lamont, Mrs. O'Malley, Mr. Plummer, Ms. Reese; no, none; absent, Governor Edgar, Ms. Lopez.

¹Description of Alternates: #G-1—Assignment fee; #G-4—Additional sidewalk; #E-1—Data connection/extension.

(The student advisory vote was: Aye, Mr. Clark, Mr. Doyle; no, none.)

Employment of Architects/Engineers for Capital Development Board Projects, Urbana

(12) The president of the University, with the concurrence of the appropriate University officers, recommends that the Board of Trustees request the Capital Development Board to employ the architects/engineers indicated below for capital projects for Fiscal Year 1998 at the Urbana campus. The professional fee for the firms employed will be negotiated by the Capital Development Board in accordance with its procedure.

<i>Project</i>	<i>Project Budget</i>	<i>Professional Firm Recommended</i>
Burrill Hall Instructional Labs Remodeling	\$800,000	LZT Associates, Inc., Peoria
Gregory Hall Second Floor Remodeling	\$535,000	Rettberg Gruber Architects, Champaign
Mechanical Engineering Lab Remodeling and West Addition	\$9,365,000 ¹	BLDD Architects, Inc., Decatur

Funds for the employment of the professional firms have been appropriated to the Capital Development Board for FY 1998.

The selection of the architects/engineers for these projects was in accordance with the requirements and provisions of Public Act 87-673 (Architectural, Engineering, and Land Surveying Qualifications-Based Selection Act).²

On motion of Dr. Gindorf, this recommendation was approved by the following vote: Aye, Mrs. Calder, Mr. Engelbrecht, Mr. Gallo, Dr. Gindorf, Mrs. Gravenhorst, Mr. Lamont, Mrs. O'Malley, Mr. Plummer, Ms. Reese; no, none; absent, Governor Edgar, Ms. Lopez.

(The student advisory vote was: Aye, Mr. Clark, Mr. Doyle; no, none.)

Purchases

(13) The president submitted, with his concurrence, a list of purchases recommended by the directors of purchases and the vice president for business and finance.

The purchases were presented in one category—purchases from institutional funds. The term designates funds received by the University under contracts with the United States government, private corporations, and other organizations; grants from foundations, corporations, and other donors; and University revolving funds authorized by law.

The total amount of these purchases from institutional funds was \$5,567,120.

¹\$2.0 million for this project will be funded from private gift funds.

²*Burrill Hall*: An interview committee consisting of H. Coleman (Operation and Maintenance), G. Freeman and R. Kehe (Project Planning and Facility Management), and P. Mortensen (School of Life Sciences) considered the following firms: BLDD Architects, Champaign; LZT Associates, Inc., Peoria; and Severns Reid & Associates, Champaign. The committee recommends the employment of LZT Associates, Inc., Peoria, as best meeting the criteria.

Gregory Hall: An interview committee consisting of H. Coleman (Operation and Maintenance) and G. Freeman and R. Kehe (Project Planning and Facility Management) considered the following firms: Gorski Reifstek Architects, Champaign; Rettberg Gruber Architects, Champaign; and Severns Reid & Associates, Champaign. The committee recommends the employment of Rettberg Gruber Architects, Champaign, as best meeting the criteria.

Mechanical Engineering Lab: An interview committee consisting of C. Carey (Capital Programs), H. Coleman (Operation and Maintenance), B. Coverdill (Mechanical and Industrial Engineering), R. Ervin (Engineering); and R. Kehe, J. Spese, and G. Freeman (Project Planning and Facility Management) interviewed the following firms: BLDD Architects, Inc., Champaign; A. Epstein & Sons, Chicago; Larson & Darby, Rockford; and LZT Architects, Inc., Peoria. The committee recommends the employment of BLDD Architects, Inc., Champaign, as best meeting the criteria.

A complete list of the purchases, with supporting information (including the quotations received), was sent to each member of the board in advance of the meeting. A copy is being filed with the secretary of the board for record.

On motion of Dr. Gindorf, the purchases recommended were authorized by the following vote: Aye, Mrs. Calder, Mr. Engelbrecht, Mr. Gallo, Dr. Gindorf, Mrs. Gravenhorst, Mr. Lamont, Mrs. O'Malley, Mr. Plummer, Ms. Reese; no, none; absent, Governor Edgar, Ms. Lopez.

(The student advisory vote was: Aye, Mr. Clark, Mr. Doyle; no, none.)

Authorization for Settlement

(14) The university counsel recommends that the board approve settlement of *Oleshchuk v. Tinianow, et al.* in the amount of \$325,000. The plaintiff alleges that University defendants negligently supervised Leonid Bukhar while he was a patient in the University of Illinois Hospital and that as a result, he fell injuring his head. Plaintiff also alleges that immediately thereafter, defendants failed to observe, diagnose, evaluate, and treat Mr. Bukhar's condition properly, which subsequently resulted in his death.

The vice president for business and finance concurs.

I recommend approval.

On motion of Dr. Gindorf, this recommendation was approved by the following vote: Aye, Mrs. Calder, Mr. Engelbrecht, Mr. Gallo, Dr. Gindorf, Mrs. Gravenhorst, Mr. Lamont, Mrs. O'Malley, Mr. Plummer, Ms. Reese; no, none; absent, Governor Edgar, Ms. Lopez.

(The student advisory vote was: Aye, Mr. Clark, Mr. Doyle; no, none.)

SECRETARY'S REPORT

The secretary presented for record appointments to the faculty and changes of status made by the president, resignations, and terminations. A copy of the report is filed with the secretary.

DEGREES CONFERRED

The secretary presented for record the following list of degrees conferred on candidates at the Urbana-Champaign campus on October 15, 1998.

Summary

Graduate Degrees

Doctor of Philosophy	239
Doctor of Education	4
Doctor of Musical Arts	4
<i>Total, Doctors</i>	(247)
Master of Arts	32
Master of Science	73
Master of Architecture	3
Master of Business Administration	5
Master of Education	6
Master of Fine Arts	1
Master of Music	8
Master of Music Education	3
Master of Urban Planning	1
<i>Total, Masters</i>	(132)
Advanced Certificate in Education	2
Certificate of Advanced Study in Library and Information Science	1
<i>Total, Certificates</i>	(3)
<i>Total, Degrees Conferred October 15, 1998</i>	382

ANNOUNCEMENTS FROM THE CHAIR OF THE BOARD

Chair Gravenhorst called attention to the schedule of meetings for the next few months: November 18-19, 1998, Springfield; January 20-21, 1999, Chicago (Annual Meeting); March 3-4, 1999, Urbana. There are no meetings scheduled for December 1998 or February 1999.

There being no further business, the board adjourned.

MICHELE M. THOMPSON

Secretary

SUSAN L. GRAVENHORST

Chair

APPENDIX

(Deleted material is lined-through; new material is underscored.)

UNIVERSITY OF ILLINOIS

**THE GENERAL RULES
CONCERNING UNIVERSITY
ORGANIZATION AND PROCEDURE**

Update: October 5, 1998

University of Illinois

NONDISCRIMINATION STATEMENT

Revised: February 11, 1993

The commitment of the University of Illinois to the most fundamental principles of academic freedom, equality of opportunity, and human dignity requires that decisions involving students and employees be based on individual merit and be free from invidious discrimination in all its forms.

It is the policy of the University of Illinois not to engage in discrimination or harassment against any person because of race, color, religion, sex, national origin, ancestry, age, marital status, disability, sexual orientation, unfavorable discharge from the military, or status as a disabled veteran or a veteran of the Vietnam era and to comply with all federal and state nondiscrimination, equal opportunity and affirmative action laws, orders, and regulations. This nondiscrimination policy applies to admissions, employment, access to and treatment in ~~the U~~university programs and activities. Complaints of invidious discrimination prohibited by University policy are to be resolved within existing University procedures.

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ARTICLE I. UNIVERSITY ORGANIZATION

SECTION 1. THE UNIVERSITY AND THE CAMPUS

The role of the University of Illinois in the State as a leader in public graduate and professional education rests upon its organic wholeness. It is not a loose federation of universities, nor is it a system of totally independent units. The mission to which the University is committed, and upon which its development thus far has been based, starts with an emphasis on the fundamental responsibility of the University as a whole. The specific contributions that each campus makes to the University's mission are diverse, since they reflect the needs and methodologies appropriate to different settings; but the campuses are alike in the broad nature of their public responsibilities, in their basic educational policies, and in their institutional quality; and they are integrated by a university-wide organization designed to maximize their educational effectiveness and the efficient use of their academic resources.

~~Each of t~~The campuses of the University of Illinois shares common goals, even though each makes a highly differentiated contribution to the University's mission. ~~Both of t~~The campuses are assisted and strengthened by intercampus cooperation and by university-wide services, ~~even though each of them carries while carrying out its their~~ academic functions with a high degree of delegated authority. ~~Both of t~~The campuses are expected to achieve intercampus cooperation, to avoid unnecessary duplication, ~~and~~ to develop missions responsible to their particular orientation and setting, ~~even though each of them is permitted and~~ to build upon and to foster faculty and staff strengths and initiatives. ~~Both of t~~The campuses are encouraged to operate at qualitatively equivalent levels, even though each of them provides different services for varied clientele.

SECTION 2. FUNCTIONS OF THE CENTRAL UNIVERSITY ADMINISTRATION OF THE UNIVERSITY

(a) ~~The central university administration of the University, in addition to has~~ general responsibility for the entire operation of the University; ~~and~~ has the following specific functions to be executed consonant with the policies and actions of the Board of Trustees:

- (1) The enunciation of the mission of the University of Illinois; the development of long-range, comprehensive plans for the attainment of that mission; and the development of a plan of evaluation on a regular basis of the success of the University in meeting that mission.
- (2) Seek to obtain the resources necessary to permit the support of plans and the development of facilities to meet the mission of the University.
- (3) Recommend the allocation of resources, as available, to the campuses and to other units of the University within the requirements and the priorities of the long-range, comprehensive plan for the attainment of the mission of the University.
- (4) The development of relationships both within Illinois and elsewhere to ensure that the University of Illinois plays its appropriate role as a member of the larger educational community.
- (5) The coordination of the operation of the various components of the University to ensure that the University functions as an organic University rather than as an aggregation of unrelated campuses and capitalizes upon the advantages of its resources as a system.
- (6) The administration of university-wide education and support programs. Examples include the Institute of Government and Public Affairs and the ~~Survey Research Laboratory~~ University Press.
- (7) ~~The operation of various specific tasks which should function~~ management of tasks which should be accomplished at a the University level either for efficiency or to ensure the consistency necessary to permit the University and the Board of Trustees to meet their responsibilities.

(8) The development of public information programs to accomplish understanding of and support for the mission and activities of the University of Illinois.

(b) In addition to the president, the general university officers of the University are the vice presidents, including the vice president for academic affairs and the vice president for business and finance, the chancellors, the university counsel, the secretary of the University, all of whom report directly to the president, and such additional administrative officers as shall ~~from time to time~~ be designated by the president after consultation with the University Senates Conference. Prior to recommending to the Board of Trustees the initial appointment of any general university officer, except for the president and the chancellors, the president shall seek the advice of the University Senates Conference. On the occasion of the reappointment of any general university officer, the University Senates Conference may submit its advice if it so elects.

(c) Functioning under authority delegated by the president, the vice president for academic affairs is the senior academic officer of the University, serving as advisor to the president on matters of educational policy; academic programs, academic personnel actions, capital and operating budget developments; including the establishment of criteria for judgments as to priorities for resource allocation; and on such other matters as the president may designate ~~from time to time~~. The vice president for academic affairs is responsible for the overall coordination of planning and budgeting at the University and also works closely with academic leaders on each campus and with other general university officers to assist in the advancement of academic programs and to ensure overall coordination.

(d) The chancellor, under the direction of the president, is the chief executive officer for the campus. The chancellor has responsibilities and performs duties delegated by the president of the University. Among those responsibilities and duties are: participation in the University's overall planning, allocation, and evaluation operations; application of university-wide policies; review of academic programs and policies; student affairs; and safety of personnel and property.

(e) There may be additional administrative officers with university-wide responsibilities and duties as delegated by the president of the University. The president may make changes in titles and assignment of responsibilities of officers and may recommend to the Board of Trustees additional administrative positions as provided for in Article I, Section 2 of the University *Statutes*.

ARTICLE II. BUSINESS ORGANIZATION AND POLICIES

SECTION 1. THE COMPTROLLER

As an officer of the Board of Trustees, and in accordance with the Bylaws of the board, the comptroller shall:

(a) Approve for the board all expenditures for which a general or specific appropriation has been made by the board.

(b) Assist the finance and audit committee of the board in matters pertaining to the handling of funds and investments.

(c) Report to the board quarterly the financial condition and operation of the University, ~~at such times~~ and on ~~such~~ other matters at times as the board may direct.

(d) Sign contracts to which the University is a party, unless otherwise ordered by the board in specific cases.

(e) Perform such other functions as may be assigned by the Board of Trustees.

SECTION 2. THE VICE PRESIDENT FOR BUSINESS AND FINANCE

Functioning under authority delegated by the president, the vice president for business and finance shall:

(a) Be the general business officer of the University and be responsible for the business functions of ~~both~~ the campuses of the University.

- (b) Devise and install suitable systems for the administrative functions of the University.
- (c) Designate the place and manner in which administrative records shall be maintained.

SECTION 3. BUSINESS POLICIES AND PROCEDURES

(a) No financial obligation shall be entered into except on authority of the board and after a general or specific appropriation has been made by the board allocating funds therefore, as evidenced by its records, and after having been approved by the vice president for business and finance. All allocations of funds made by the Board of Trustees, including those made from funds appropriated to the University by the State of Illinois, shall expire at the end of the fiscal year, June 30, unless otherwise especially ordered.

(b) For accounting purposes, the fiscal year of the University shall begin with the first day of July of each year and end on the thirtieth day of June next succeeding.

(c) No department or unit shall receive any monies directly unless authorized by the vice president for business and finance to do so. All monies shall be accounted for and paid over in such manner on the part of the Board of Trustees and finance shall direct.

(d) The vice president for business and finance is authorized to establish and administer petty cash funds where necessary for the prompt and efficient handling of University business, provided that no single fund of more than \$1,000 may be established without specific action of the Board of Trustees. The board shall designate the banks in which petty cash funds in excess of \$1,000 may be deposited.

(e) The vice president for business and finance is permitted to act as treasurer of student and other organizations affiliated with the University, but in so doing shall not thereby create any liability on the part of the Board of Trustees of the University of Illinois. In all cases, the accounts of these organizations shall be kept separate from the University accounts, and the funds of such organizations shall be kept apart from University funds.

(f) All employees shall be bonded in adequate amount and form, to be determined by the board, the expense thereof to be paid by the University.

SECTION 4. AWARD AND EXECUTION OF UNIVERSITY CONTRACTS

(a) Purchases, construction contracts, and other contracts shall be awarded by the Board of Trustees in accordance with applicable ~~S~~state and federal law and with regulations adopted by the Board of Trustees. Contracts involving major changes in or deviations from University policy shall be approved specifically by the Board of Trustees.

(b) All contracts, other than purchase orders, shall be executed at least in duplicate, and the original thereof shall be filed with the secretary of the Board of Trustees and remain in the custody of the secretary. A report shall periodically be made to the Board of Trustees by the comptroller of all contracts executed on behalf of the University, as the board may require ~~from time to time~~.

(c) Contracts relating to appointments to the staff may be executed by the secretary of the Board of Trustees. Agreements providing for the appointments of resident physicians and dentists may be executed by the chief of staff of the University of Illinois Hospital. Purchase orders issued pursuant to awards made by the Board of Trustees may be signed by the University official in charge of the purchasing activity, as designated by the vice president for business and finance. Unless otherwise ordered by the Board of Trustees in specific cases, other contracts to which the University is a party shall be signed by the comptroller of the Board of Trustees and attested to by the secretary of the Board of Trustees.

(d) Procurement contracts involving expenditures of University funds are governed by Regulations Governing Procurement and Bidding at State Systems Universities in Illinois as adopted and amended from time to time by the Board of Trustees. Other University contracts may be awarded to any business entity, including those in which a University officer or employee (or members of their immediate families) serve as major

officers or primary employees thereof; or hold a significant equity interest therein, if such contract is deemed in the best interests of the University; and has the approval of the president or the president's designee. Documentation of such approval shall be filed with the contract.

(e) When purchases or contracts are to be awarded by the University on the basis of sealed bids, such bids shall be opened in the presence of at least one member or officer of the Board of Trustees; or a designated representative.

(f) Purchases, contracts, change orders, and leases involving payments by the University in one fiscal year in excess of such dollar amounts as the Board of Trustees may specify from time to time shall be specifically authorized by the Board of Trustees unless, in the opinion of the president of the University, necessity requires immediate action, in which case the president shall act to approve the transaction on behalf of the Board of Trustees and report the same promptly to the board. If the amount involved in such an emergency transaction is in excess of \$150,000; but not more than \$500,000; the president will not approve the transaction without first consulting individually those members of the executive committee of the board who can reasonably be contacted before the emergency action must be taken. Similar consultation must occur with all board members who can reasonably be contacted before presidential action on an emergency transaction of over \$500,000.

(g) The vice president for business and finance is authorized to approve on behalf of the Board of Trustees purchases, contracts, leases, and contract change orders not requiring prior specific board authorization and shall report such approvals to the board as the board may direct ~~from time to time~~. The requirement for specific board approval above dollar amounts the Board of Trustees may specify ~~from time to time~~ does not apply to the execution of; or supersede previous actions of the board authorizing the execution of; those types and classes of purchases, leases, and contracts which the Board of Trustees has authorized to be executed without its prior specific approval, such as farm leases, purchases of food products, grain, livestock, fertilizer, generic commodities purchased on joint bids with other State institutions, purchases for resale to students and others, and other commodities which the board may ~~from time to time~~ exempt, cultural and entertainment presentations, subcontracts under contracts for research, gifts or grants, University Press publications, and any other transactions which the board may ~~from time to time~~ specify.

(h) The seal of the University shall be in the custody of the secretary of the Board of Trustees.

(i) The comptroller and secretary are authorized to delegate to responsible members of the staff of the University authority to execute and attest to contracts in the name of the comptroller and the secretary of the board.

(j) All bids received for a specific item or project may be rejected, without referral to the Board of Trustees, when they are considered to be excessive or unsatisfactory as follows:

- (1) By a director of purchases, when received as a result of bids solicited by such director for purchases of goods, services, equipment or commodities, such rejections to be reported to the vice president for business and finance.
- (2) By the president, on buildings and construction, upon the recommendation of the vice president for business and finance; on items over \$25,000, such rejections to be reported to the Board of Trustees, as the board may require ~~from time to time~~.
- (3) By the vice president for business and finance, on buildings and construction; on items under \$25,000, such rejections to be reported to the Board of Trustees, as the board may require ~~from time to time~~.

(k) The comptroller is authorized to execute subcontracts for research if the costs are to be paid entirely from contract funds; and the subcontracts have been approved by the University's prime contractor. In each case, the subcontract shall be reported to the Board of Trustees; as the board may require ~~from time to time~~.

SECTION 5. DRAFTING AND APPROVAL OF UNIVERSITY CONTRACTS

(a) Contracts shall be drafted in tentative form by the University officer best acquainted with the subject matter thereof and in whose department lies the responsibility for performance; and approved by the vice president for business and finance; unless otherwise provided by the *Statutes* of the University or by other action of the Board of Trustees.

(b) All contracts prior to the execution thereof shall be approved as to legal form and validity by the university counsel; ~~such approval is~~ to be endorsed in writing on the contract, provided that such approval and endorsement shall not be required with respect to individual contracts or extensions or renewals thereof; ~~if the form of which has been previously approved~~ prior approval by the university counsel as a standard and ~~which~~ contains no substantive changes or additions; other than those pertaining solely to the description of the project, the amount involved, and the term of the contract or extension.

SECTION 6. RESEARCH GIFTS, GRANTS, AND CONTRACTS

(a) Research conducted under the auspices of the University may be supported in whole or in part through funds provided by outside entities in the form of research gifts, research grants, or research contracts. Such arrangements must be approved; before acceptance; by the president or the president's designee. Staff members may conduct preliminary negotiations with prospective supporters of research with the prior knowledge and approval of the department head or other appropriate administrative officer and the dean or director; if required by college policy; but have no authority to bind the University to enter into a contract. Such research programs shall be controlled and directed by the University and shall be conducted within the appropriate department(s) by members of the University staff. The administrative coordination of such programs shall be under the Agricultural Experiment Station for ~~departments~~ units in the College of Agriculture, Consumer and Environmental Sciences; and; the Engineering Experiment Station for ~~departments~~ units in the College of Engineering at the Urbana-Champaign campus, and the Campus Research Board for all other ~~departments~~ units of the Urbana-Champaign campus, and all units of other campuses. On a campus without a Campus Research Board, the Provost shall be responsible for such administrative coordination.

(b) Contracts for research shall specify that the results of scientific research conducted by the University, including inventions and discoveries, are the property of the University, to be used for the benefit of the University and the public, but the sponsor may receive preferential consideration in the disposition of the invention or discovery as provided in Article III, Section 1(e).

(c) Except as may be otherwise specified by the Board of Trustees, the University shall not enter into an agreement with a sponsor which will give a sponsor permanently the exclusive benefits of the results of such investigation or research. The original records of any investigation shall be held by the University, but reports or copies of such records may be furnished to the sponsor. The University shall have the exclusive right to publish, at its discretion, the results of scientific investigation and research; unless provided otherwise in contracts with agencies of the United States Government. No account of a cooperative research project or reprints of scientific articles resulting from the investigation shall be published by the sponsor or by any other agency; except with the consent of the University. The sponsor shall not use the name of the University in any advertisement, whether with reference to a cooperative investigation or otherwise, without the prior approval of the president of the University or the president's designee.

(d) If conditions imposed by the sponsor require the waiver of established University policies with respect to reimbursement of indirect costs or rights of publication, such conditions may be accepted by the University; if required by Federal law or regulation. Similar conditions may be accepted by the University for any other sponsor when the committee specified in paragraph (f) below determines such acceptance to be clearly in the interests of the University and the public.

(e) The University accepts funds for research from sponsors outside the University by an outright gift, by a grant, or by a written contract.

- (1) **Research Gifts.** Gifts for research which are limited in amount may be arranged by informal negotiations and correspondence between the sponsor and the staff member who will carry on the research, subject to acceptance as hereinafter provided. The chancellor at each campus is delegated by the president to approve and accept such gifts for the University. Financial arrangements for gifts shall be reviewed and approved by the Office of Business Affairs. Consideration of the direct and indirect costs to the University accruing on account of the acceptance of gifts shall be made at the time of budgeting the funds to be received.
- (2) **Research Grants.** Grants for research are ordinarily made to the University by foundations, associations, or other agencies which are governmental or nonprofit in character. A research grant is differentiated from a gift in that a grant usually carries certain conditions imposed by the sponsor. Applications for grants should be prepared by the staff member who will supervise the research, approved by the head or chair of the department and the dean or director; if required by college policy, and presented to the Office of Business Affairs for review and approval of financial details. Applications should be accompanied by a budget which shall give consideration to all direct and indirect costs involved. After approval by the Office of Business Affairs, applications for grants shall be considered for approval by the chair of the Campus Research Board of the Urbana-Champaign and Chicago campuses. Grants carrying conditions the legality of which may be questionable shall also be referred to the university counsel.
- (3) **Research Contracts.** Contracts for research shall be used when required by the sponsor or when it is desirable to set forth the specific conditions under which funds are to be received and administered. The University standard cooperative agreement contract form shall normally be used for projects with private sponsors. Contracts prepared by the sponsors may be used for projects with agencies of the United States Government, state governments, and in some cases private sponsors.

After informal negotiations with the sponsor, the staff member who is to supervise the project shall prepare a proposal specifying in detail the research work to be carried on and the financial and other conditions. A budget shall be prepared which will provide for all direct costs of the project and the indirect costs to be reimbursed to the University. Such a proposal and accompanying budget shall be approved by the head or chair of the department and the dean or director; if required by college policy; and submitted to the Office of Business Affairs. After review and approval by the Office of Business Affairs, it shall be submitted for approval to the vice chancellor for research if such a position exists on the campus. It shall then be returned to the Office of Business Affairs for submission to the sponsoring agency, such submission to constitute the formal offer of the University to carry on the research subject to the University's requirements for execution of a formal contract.

If the contract is with a private sponsor and the amount involved is relatively small, the University standard contract form may be completed by the staff member and submitted, with accompanying budget, for University approval in accordance with procedures stated above. ~~The A~~ proposal shall not be required under such conditions.

Contracts prepared by sponsors shall be referred to the Office of Business Affairs for examination as to financial terms and conformance with University policy.

After a proposed contract has been negotiated and reviewed by the Office of Business Affairs, it shall be approved by the department which is to conduct the investigation, the vice president for business affairs, the university counsel, and signed by the comptroller and attested to by the secretary of the Board of Trustees; who may authorize responsible members of their staffs to execute contracts on their behalf.

(f) Gifts, grants, and contracts for research may provide for all or a part of the costs of a research project. When the funds from the sponsor are to cover all or substantially all of the costs, the following items should be considered in the preparation of the budget: salaries and wages, employer's contribution to the State Universities Retirement System, allowance for Worker's Compensation and Occupational Disease liability, expendable supplies, equipment, travel expenses, other direct costs, and an allowance for indirect costs to the University. The amount budgeted for indirect costs in any proposed project shall be reviewed and approved by a committee composed of the vice chancellor for research if such a position exists on the campus, if not, the provost; a representative of the appropriate research unit or department carrying on the project; and a representative of the Office of Business Affairs. In determining the amount to be budgeted for indirect costs, the committee shall give consideration to the respective benefits which will be received from the investigation by the sponsor, the University, and the public. The expenditure of funds received as reimbursement for indirect costs of research or other University activities, as cost-of-education allowances, as general-support grants ("institutional grants," "general research-support grants," etc.), or as any other category of gift or grant not restricted as to use by the donor or by other regulations of the Board of Trustees, requires authorization by the Board of Trustees. This may be done either by: (1) approval as part of the University's annual budgets for operations or for capital improvements, or (2) approval during the fiscal year as an addition to the annual budget for operations or for capital improvements.

(g) The University is often requested to accept grants and contracts providing for extension work or teaching services. Policies and procedures set forth in this Section and in Section 7 shall apply to such grants and contracts, except that funds appropriated by the United States Government to the Agricultural Experiment Station or the Illinois Cooperative Extension Service in Agriculture and Home Economics shall be administered by the College of Agricultural, Consumer and Environmental Sciences.

SECTION 7. OTHER GIFTS AND GRANTS, SCHOLARSHIPS AND ENDOWMENTS, NONMONETARY GIFTS

(a) *Gifts and Grants.* Gifts and grants for purposes other than research may be accepted from entities outside the University under conditions specified in this Section. Staff members may conduct preliminary negotiations with prospective donors or grantors with the prior knowledge and approval of the department head or other appropriate administrative officers, but are not authorized to bind the University to accept a gift or grant. Gifts are accepted by the president of the University, who may delegate the acceptance authority to others.

(b) *Scholarships and Fellowships.* Scholarships are gratuitous payments to students to provide financial assistance during the period of their training. Fellowships are awards involving cash stipends for graduate students. In certain exceptional cases, fellowships may be granted to postdoctoral scholars. Fellowships are intended to assist the recipient pursuing educational objectives; they are not awarded for carrying on specific research, and no services shall be required of a fellow by the University.

The president is authorized to accept funds for scholarships and fellowships. The president may delegate authority for accepting scholarships and fellowships to the chancellors or to the chancellors' designees.

Funds for scholarships and fellowships shall not be accepted under terms which require prohibited discrimination.

When funds are received from a donor for fellowships or scholarships, neither the University nor the student recipients shall be obligated to the donor in any way, except to comply with the terms of the gift and to ensure that established academic requirements are met. The recipient of a scholarship or fellowship shall be chosen by appropriate University units, in accordance with established criteria based upon scholastic attainment and financial need; unless the funds are accepted under other terms.

The vice president for business and finance may receive and disburse funds for a donor who wishes to designate the recipient of a grant for financial assistance. In such circumstances, the vice president acts only as the agent of the donor; the funds thus received are not ~~U~~university funds; and the funds thus administered, although perhaps designated as a scholarship or fellowship by the donor, have no official ~~U~~university status.

(c) **Endowment Gifts.** The conditions of the gift as stated by the donor ordinarily specify the use to which the principal and income shall be put; although the determination may be left to the Board of Trustees. Gifts may be received and accepted with the condition that the principal sum thereof shall be either held intact as an endowment or expended upon authorization of the Board of Trustees. The University may temporarily transfer funds to an endowment status to be invested and only the income expended. Such funds are designated as “funds temporarily functioning as endowment” or as “quasi-endowment funds.”

The terms of an offer of a gift to create an endowment shall be reviewed by the department concerned, the appropriate campus administrator, the university counsel, and the vice president for business and finance. The president may accept offers of endowment funds, reporting the gift when received to the Board of Trustees as the trustees may direct ~~from time to time~~. The president may delegate authority to act on such offers to the chancellors. No endowment fund money may be accepted under terms which require prohibited discrimination.

(d) **Nonmonetary Gifts.** Every offer of a non-monetary gift shall be reported by the ~~department unit~~ involved to the chancellor of the campus concerned; who is authorized to accept the gift on behalf of ~~and~~ the president and who shall report it to the president, ~~and by the president who shall report it~~ to the Board of Trustees as the trustees may direct ~~from time to time~~.

No object of art shall be accepted until its artistic quality has been determined.

Loans of nonmonetary property are accepted; subject to the condition that the University will take reasonable care of the property but will not be responsible for loss or damage thereto; unless otherwise agreed to in writing and approved by the vice president for business and finance.

SECTION 8. TECHNICAL TESTS

(a) The University may undertake specified tests using unique or special ~~U~~university facilities on a contractual service basis for individuals, institutions, or commercial entities (applicants). In general, such tests are justified when the desired facilities do not exist elsewhere or are not readily accessible; and when the work to be performed involves only established, preexisting methods of a primarily technical nature which can be specified in advance. A technical testing contract should not be used if the work entails original, creative research. The University will not perform testing for external parties if equivalent service is known to be available and feasibly obtainable from a commercial entity.

(b) The unit executive officer is responsible for determining the appropriateness of the work before the University accepts the contract. Such work will be arranged by the unit executive officer with the involved members of the staff in accordance with the nature of their employment; as part of their service to the University; unless such work is done at times when services are not required by the University. When necessary or desirable, special assistants may be employed to conduct a specified testing project. Subject to conflict of interest review and prior written approval of the unit executive officer and college dean, testing using ~~U~~university equipment and facilities may also be undertaken by individual members of the ~~U~~university faculty or academic professional employees on their own time and responsibility.

(c) A fee shall be assessed for each testing project sufficient to cover all direct and indirect costs of service rendered, including any and all facilities of the University used in carrying out the test and the technical support personnel necessary to operate it.

(d) Both the testing methods and the objectives toward which they will be applied shall be specified in writing as part of the agreement covering the testing work. The University makes no claim of ownership in observational data, measurements, or other

results from such specified testing. In general, it is not anticipated that any new science or technology (and resulting intellectual property) would result from such specified testing. However, in special situations, such as when the proposed testing involves an applicant's proprietary technology or specimens; or if a specific objective or application of interest to the applicant which is potentially patentable can be identified in advance, the University may agree not to seek a proprietary position in the applicant's intellectual property. Otherwise, inventions and discoveries (hereafter, "inventions") shall belong solely or jointly to the University and/or to the applicant in accordance with the U.S. laws of inventorship and Article III, Section 3. For any such invention in which the University has an ownership interest, the University will grant the applicant a limited first option to negotiate a license to use the University invention on reasonable commercial terms.

(e) The name of the University of Illinois shall not be used in publicity concerning the tests or test results without its prior written permission.

(f) Technical testing agreements shall be approved and executed in accordance with Article II, Section 5, and the policies and procedures provided for each campus by the assistant vice presidents for business affairs.

SECTION 9. DELEGATION OF SIGNATURES

An administrative officer is authorized to delegate to another responsible staff member authority to sign official documents under conditions approved by the vice president for business and finance. Such delegation does not relieve the administrative officer of responsibility for what is done thereunder.

ARTICLE III. INTELLECTUAL PROPERTY

1. Objectives
2. Definitions
3. Application
4. Copyrights
5. Other Intellectual Property
6. Trademarks
7. Intellectual Property Administration
8. Proceeds Distribution

SECTION 1. OBJECTIVES

Inventions, discoveries, copyrightable works and other creative works that have the potential to be brought into practical use may result from the activities of university employees in the course of their duties or through the use, by any person, of university resources such as facilities, equipment, or funds.

The primary purpose of this intellectual property policy is to provide the necessary protections and incentives to encourage both the discovery and development of new knowledge and its transfer for the public benefit; a secondary purpose is to enhance the generation of revenue for the University and the creators. The University is guided by the following objectives:

- (i) To optimize the environment and incentives for research and for the creation of new knowledge at the University;
- (ii) To ensure that the educational mission of the University is not compromised;
- (iii) To bring technology into practical use for the public benefit as quickly and effectively as possible; and
- (iv) To protect the interest of the people of Illinois through a due recovery by the University of its investment in research.

SECTION 2. DEFINITIONS

(a) Intellectual Property. The term "intellectual property" as used herein is broadly defined to include inventions, discoveries, know-how, show-how, processes, unique materials, copyrightable works, original data and other creative or artistic works which have

value. Intellectual property includes that which is protectable by statute or legislation, such as patents, copyrights, trademarks, service marks, trade secrets, mask works, and plant variety protection certificates. It also includes the physical embodiments of intellectual effort, for example, models, machines, devices, designs, apparatus, instrumentation, circuits, computer programs and visualizations, biological materials, chemicals, other compositions of matter, plants, and records of research.

(b) Traditional Academic Copyrightable Works. “Traditional academic copyrightable works” are a subset of copyrightable works created independently and at the creator’s initiative for traditional academic purposes. Examples include class notes, books, theses and dissertations, educational software (also known as courseware or lessonware), articles, non-fiction, fiction, poems, musical works, dramatic works including any accompanying music, pantomimes and choreographic works, pictorial, graphic and sculptural works, or other works of artistic imagination that are not created as an institutional initiative (as specified in Section 4(a)(2) below).

(c) Creator. “Creator” refers to an individual or group of individuals who make, conceive, reduce to practice, author, or otherwise make a substantive intellectual contribution to the creation of intellectual property. “Creator” includes the definition of “inventor” used in U.S. patent law and the definition of “author” used in the U.S. Copyright Act.

(d) University Resources Usually and Customarily Provided. When determining ownership and license rights in copyrightable works, “university resources usually and customarily provided” includes such support as office space, library facilities, ordinary access to computers and networks, or salary. In general, it does not include use of students or employees as support staff to develop the work, or substantial use of specialized or unique facilities and equipment, or other special subventions provided by the University unless approved as an exception.

Exceptions are expected in units where the tradition is to provide subvention to some faculty in the form of graduate assistants to help prepare traditional academic copyrightable works. Exceptions are also expected in situations where creators use university-provided facilities and resources in the creation of works of artistic imagination, for example, use of studios, pottery wheels, or kilns for the creation of paintings, sculpture or ceramics; use of high end computer hardware and software in the creation of artistic graphical images; and so on. Other individual exceptions may be approved on a case-by-case basis (see Section 7(j)).

SECTION 3. APPLICATION

This policy as amended from time to time shall be deemed a part of the conditions of employment for every employee of the University and a part of the conditions of enrollment and attendance at the University by students. It is also the policy of the University that individuals (including visitors) by participating in a sponsored research project and/or making significant use of university-administered resources thereby accept the principles of ownership of intellectual property as stated in this policy unless an exception is approved in writing by the University. All creators of intellectual property shall execute appropriate assignment and/or other documents required to set forth effectively ownership and rights as specified in this policy.¹

¹The creator’s obligation to assign rights to the University is subject to the provisions of the Illinois Employee Patent Act, which provides in part:

A provision in an employment agreement which provides that an employee shall assign or offer to assign any of the employee’s rights in an invention to the employer does not apply to an invention for which no equipment, supplies, facilities, or trade secret information of the employer was used and which was developed entirely on the employee’s own time unless (a) the invention relates (i) to the business of the employer, or (ii) to the employer’s actual or demonstrably anticipated research or development, or (b) the invention results from any work performed by the employee for the employer. Any provision which purports to apply to such an invention is to that extent against the public policy of the state and is to that extent void and unenforceable. The employee shall bear the burden of proof in establishing that his invention qualifies under this subsection.

This policy applies only to intellectual property disclosed after the effective date of the policy (September 3, 1998).

SECTION 4. COPYRIGHTS

(a) Ownership. Unless subject to any of the exceptions specified below or in Section 4(c), creators retain all rights to traditional academic copyrightable works as defined in Section 2(b) above. (See, however, Section 4(b)(2) below.)

The University shall own copyrightable works as follows:

(1) Works created pursuant to the terms of a university agreement with an external party, or

(2) Works created as a specific requirement of employment or as an assigned university duty that may be specified, for example, in a written job description or an employment agreement. Such specification may define the full scope or content of the employee's university employment duties comprehensively or may be limited to terms applicable to a single copyrightable work. Absent such prior written specification, ownership will vest with the University in those cases where the University provides the motivation for the preparation of the work, the topic or content of which is determined by the creator's employment duties and/or when the work is prepared at the university's expense.¹

(3) Works specifically commissioned by the University. The term "commissioned work" is hereafter used to describe a copyrightable work prepared under a written agreement between the University and the creator when (1) the creator is not a university employee or (2) the creator is a university employee but the work to be performed falls outside the normal scope of the creator's university employment. Contracts covering commissioned works shall specify that the author convey by assignment, if necessary, such rights as are required by the University.

(4) Works that are also patentable. The University reserves the right to pursue multiple forms of legal protection concomitantly if available. Computer software, for example, can be protected by copyright, patent, trade secret and trademark.

(b) University Rights in Creator-Owned Works

(1) Traditional academic copyrightable works created using university resources usually and customarily provided are owned by the creators. Such works need not be licensed to the University.

(2) Traditional academic copyrightable works created with use of university resources over and above those usually and customarily provided shall be owned by the creators but licensed to the University. The minimum terms of such license shall grant the University the right to use the original work in its internally administered programs of teaching, research, and public service on a perpetual, royalty-free, non-exclusive basis. The University may retain more than the minimum license rights when justified by the circumstances of development.

(c) Student Works. Unless subject to the provisions of paragraph (a) or provided otherwise by written agreement, copyrightable works prepared by students as part of the requirements for a university degree program are deemed to be the property of the student but are subject to the following provisions:

(1) The original records (including software) of an investigation for a graduate thesis or dissertation are the property of the University but may be retained by the student at the discretion of the student's major department.

(2) The University shall have, as a condition of the degree award, the royalty-free right to retain, use and distribute a limited number of copies of the thesis, together with the right to require its publication for archival use.

(d) Copyright Registration and Notice. University-owned works should be protected by copyright notice in the name of the Board of Trustees of the University of Illinois. Such copyright notice should be composed and affixed in accordance with the United

¹Provisions (1) and (2) above define those works that fall within the scope of university employment as that term is used in the definition of "work made for hire" in the U.S. Copyright Statute (see Title 17, USC, Section 101).

States Copyright Law. Registration of the copyright for university-owned works shall be in accordance with the operational guidelines and procedures established by the vice chancellor for research on each campus. The University may also decide to release a work to the public domain and if so, should so indicate.

(e) University Press Publications. The University Press shall be responsible for copyright registration of works owned by the University and published by the Press and for administering contracts with its authors. Such contracts shall define the rights and obligations of the author and the University and shall be processed as are other university contracts.

(f) Compliance with the Copyright Act. University units that administer activities involving any usage regulated by the Copyright Act are responsible for knowing applicable regulations, monitoring their continuing evolution, and conducting their programs in full compliance with the applicable laws and regulations.

SECTION 5. OTHER INTELLECTUAL PROPERTY

Ownership. Except as otherwise specified herein or by the University in writing, intellectual property shall belong to the University if made: (1) by a university employee as a result of the employee's duties or (2) through the use by any person, including a university employee, of university resources such as facilities, equipment, funds, or funds under the control of or administered by the University. (See also Section 4(a)(4) above.)

SECTION 6. TRADEMARKS

Trademarks and service marks are distinctive words or graphic symbols identifying the source, product, producer, or distributor of goods or services. Registration of trademarks or service marks, at the state or federal level, shall be approved by the appropriate campus or university level officer. Proceeds received from commercialization of a mark that is related to an intellectual property license will be shared with all creator(s) of the associated property as specified in Sections 8(b) and 8(c) below. For proceeds received from commercialization of a mark that is licensed independently and is not directly related to an intellectual property license, the share that would normally be distributed to the creator(s) will be assigned to the unit(s) from which the trademark or service mark originated. Except as provided herein or unless subject to prior written agreement between the creator(s) and the University, the University will not share the proceeds from commercialization of a mark with the individual(s) who created the mark.

SECTION 7. INTELLECTUAL PROPERTY ADMINISTRATION

(a) Disclosure. All intellectual property in which the University has an ownership interest under the provisions of this policy and that has the potential to be brought into practical use for public benefit or for which disclosure is required by law shall be reported promptly in writing by the creator(s) to the designated campus officer through the appropriate unit executive officer(s) using the disclosure form provided by the campus. The disclosure shall constitute a full and complete disclosure of the subject matter of the discovery or development and identify all persons participating therein. The creator(s) shall furnish such additional information and execute such documents from time to time as may be reasonably requested.

(b) Evaluation and Exploitation Decisions. After evaluation of the intellectual property and review of applicable contractual commitments, the University may develop the property through licensing, may release it to the sponsor of the research under which it was made (if contractually obligated to do so), may release it to the creator(s) if permitted by law, or may take such other actions as are determined to be in the public interest. Exploitation by the University may or may not involve statutory protection of the intellectual property rights, such as filing for patent protection, registering the copyright, or securing plant variety certification.

(c) Questions Related to University Ownership. In the event there is a question as to whether the University has a valid ownership claim in intellectual property, such intellectual property should be disclosed in writing to the University by the creator(s) in accor-

dance with Section 7(a). Such disclosure is without prejudice to the creator's ownership claim. The University will provide the creator with a written statement as to the university's ownership interest.

(d) Informing Creators of Decisions. The University will inform principal creators of its substantive decisions regarding protection, commercialization and/or disposition of intellectual property which they have disclosed. However, specific terms of agreements with external parties may be proprietary business information and subject to confidentiality restrictions.

(e) University Abandons Intellectual Property. Should the University decide to abandon development or protection of university-owned intellectual property, ownership may be assigned to the creator(s) as allowed by law subject to the rights of sponsors and to the retention of a license to practice for university purposes. The minimum terms of such license shall grant the University the right to use the intellectual property in its internally administered programs of teaching, research, and public service on a perpetual, royalty-free, non-exclusive basis. The University may retain more than the minimum license rights, and the assignment or license may be subject to additional terms and conditions, such as revenue sharing with the University or reimbursement of the costs of statutory protection, when justified by the circumstances of development.

(f) Commercialization by Creator(s). The University may, at its discretion and consistent with the public interest, license intellectual property to the creator(s) on an exclusive or non-exclusive basis. The creator(s) must demonstrate technical and business capability to commercialize the intellectual property. The creator(s) may be required to assume the cost of statutory protection. Agreements with creators will be subject to review and approval of conflict of interest issues in accordance with applicable university policy.

(g) University's Acceptance of Independently Owned Intellectual Property. The University may accept assignment of intellectual property from other parties provided that such action is determined to be consistent with the public interest. Intellectual property so accepted shall be administered in a manner consistent with the administration of other university-owned intellectual property.

(h) Consulting Agreements. Employees engaged in external consulting work or business are responsible for ensuring that agreements emanating from such work are not in conflict with university policy or with the university's contractual commitments. Such employees should make their university obligations known to others with whom they make such agreements and should provide other parties to such agreements with a statement of applicable university policies regarding ownership of intellectual property and related rights.

(i) Statement by Creators. The creators of intellectual property owned by the University under the terms of this policy may be required to state that to the best of their knowledge the intellectual property does not infringe on any existing patent, copyright or other legal rights of third parties; that if the work is not the original expression or creation of the creators, the necessary permission for use has been obtained from the owner; and that the work contains no libelous material nor material that invades the privacy of others.

(j) Administrative Responsibility. The president has ultimate authority for the stewardship of intellectual property developed at the University. Primary responsibility is delegated through the vice president for academic affairs to the vice chancellor for research on each campus for establishing operational guidelines and procedures for the administration of intellectual property, including but not limited to determination of ownership, assignment, protection, licensing, marketing, maintenance of records, oversight of revenue or equity collection and distribution, approval of individual exceptions, and resolution of disputes among creators and/or unit executive officers.

(k) Campus Responsibility. Each campus may establish an office which has responsibility for administering university policies regarding intellectual property as defined herein.

(l) Contractual Authority. Licenses, options for licenses and other agreements related to commercialization or exploitation of intellectual property will be granted in

the name of the Board of Trustees of the University of Illinois. All such contracts shall be executed in accordance with Article II of these *General Rules*.

(m) Administrative Guidelines and Procedures. General guidelines and procedures for the administration of intellectual property shall be established by the president in consultation with the University Intellectual Property Committee (as specified in Section 7(n) below) and the campuses. Detailed operational guidelines and procedures for the administration of campus-based responsibilities shall be established by the vice chancellor for research on each campus.

(n) University Intellectual Property Committee. The University Intellectual Property Committee shall be appointed annually by the president to make recommendations to the president regarding procedures, guidelines, and responsibilities for the administration and development of intellectual property and such other matters as the president shall determine.

(o) Appeals. After following the administrative guidelines and procedures established by each campus, the university creator or unit executive officer may appeal to the University Intellectual Property Committee to seek resolution of complaints or questions regarding the matters addressed in this article.

(p) Preferential Treatment of Sponsors. Sponsored research agreements shall provide that all intellectual property developed as a result of the sponsored research project shall belong to the University unless otherwise specified in writing. The sponsor may receive an option to license such resulting intellectual property on terms to be negotiated, said option to be exercised within a specified period following the disclosure of the intellectual property. When the nature of the proposed research allows identification of a specific area of intellectual property or application which is of interest to the sponsor, the University may accept research agreements with terms which entitle the sponsor to specific commercial rights within the defined field of interest. Otherwise, the specific terms of licenses and rights to commercial development shall be based on negotiation between the sponsor and the University at the time of exercise of an option by the sponsor and shall depend on the nature of the intellectual property and its application, the relative contributions of the University and the sponsor to the work, and the conditions deemed most likely to advance the commercial development and acceptance of the intellectual property. In all cases where exclusive licensing is deemed appropriate, such license agreements shall require diligent commercial development of the intellectual property by the licensee. The University may also determine, on a case-by-case basis, that it is in the university's interest to assign ownership of resulting intellectual property to the sponsor as an exception to this policy when circumstances warrant such action, in accordance with guidelines established by the University Intellectual Property Committee.

(q) Exceptions to Policy. Recommendations for exceptions to the provisions of the policy in this article shall be made by the University Intellectual Property Committee to the president for presentation to the Board of Trustees. [For individual exceptions, see Section 7(j).]

SECTION 8. PROCEEDS DISTRIBUTION*

(a) Proceeds. For purposes of this policy, "proceeds" shall refer to all revenue and/or equity, as defined below, received by the University from transfer, commercialization, or other exploitation of university-owned intellectual property.

(1) Revenue. "Revenue" shall mean cash from payments including, but not limited to, royalties, option fees, license fees or from the sale of the university's equity interest.

*These proceeds distribution provisions shall apply only to revenue and equity received from agreements for commercialization that are executed subsequent to the effective date of this policy (September 3, 1998). Unless otherwise agreed in writing between the University and the creator(s), distribution of income for commercialization prior to the effective date of this policy shall be in accordance with the policy in effect at the time the agreement was approved. Where no policy exists (e.g., for equity), this policy shall prevail.

(2) Equity. "Equity" shall include, but not be limited to, stock, securities, stock options, warrants, buildings, real or personal property, or other non-cash consideration.

(b) Revenue Distribution. When revenue is received by the University, all out-of-pocket payments or obligations (and in some cases, a reasonable reserve for anticipated future expenses) attributable to protecting (including defense against infringement or enforcement actions), marketing, licensing or administering the property may be deducted from such income. The income remaining after such deductions is defined as net revenue.

(1) Creator's Share. The creator (or creator's heirs, successors, and assigns) normally shall receive forty percent (40%) of net revenue. If there are joint creators, the net income shall be divided equally among them absent a mutual agreement to the contrary.

(2) Originating Unit's Share. The originating unit normally shall receive twenty percent (20%) of net revenue. If a creator is affiliated with more than one originating unit or if there are joint creators from different units, the originating unit(s) share shall be divided among such units as agreed in writing by the responsible unit executive officers.

(3) University's Share. The University normally shall receive forty percent (40%) of net revenue. Distribution of the university's share shall be allocated in support of its technology transfer activities and academic and research programs as determined by the vice chancellor for research.

(c) Equity Distribution. In any instance wherein the University executes an agreement with a corporation or other business entity for purposes of exploiting intellectual property owned by the University and the University receives or is entitled to receive equity, such equity or the proceeds of the equity shall be shared among the creator(s), the originating unit(s), and the University in the same proportions as revenue distributions (except as specified in Section 8(d) below).

(d) Exceptions When the Creator(s) Have No Entitlement. If the University accepts research support in the form of a sponsored research agreement or unrestricted grant as part of the consideration in an intellectual property license in lieu of an option fee, license fee or royalty, the creator(s) shall have no entitlement to receive a share as personal income. For the subset of equity that is buildings, real or personal property, or other non-cash consideration, the creator(s) shall have no entitlement to receive a share as personal income.

(e) Special Distributions. Special facts or circumstances may warrant a different distribution of proceeds than specified above, and such distributions will be determined on a case-by-case basis under the authority of the vice chancellor for research.

(f) Revenue From Actions for Defense or Enforcement of Intellectual Property Rights. When the University receives revenue from third parties that results from successful actions for the purpose of defending or enforcing the university's rights in its intellectual property, such revenue may first be used to reimburse the University (or the sponsor or licensee, if appropriate) for expenses incurred in such actions. The creator(s) and their originating unit(s) shall be entitled to recovery of lost royalties from the remaining net revenue, in the same proportions as specified in Section 8(b) above. The remaining net revenue shall be allocated in support of the university's technology transfer activities and academic and research programs as determined by the vice chancellor for research.

ARTICLE IV. EMPLOYMENT POLICIES

SECTION 1. TERMS OF EMPLOYMENT OF ACADEMIC AND ADMINISTRATIVE STAFF

(a) The terms of employment of the academic and administrative staff, as defined in the University of Illinois *Statutes* shall be explicitly stated by the nominating officer, indicating that services are required for:

(1) The academic year, which shall consist of two semesters.

- (2) Twelve months, including allowable vacation.
- (3) The summer session.
- (4) Other stated periods.

(b) The teaching staff shall be appointed with services required for either the academic year or for twelve months. Those who are appointed for the academic year shall be free for other employment, either in the University or elsewhere, during the summer months, except that they shall report for any departmental meetings before registration and render all services requested of them in connection with registration and the preparation of materials and reports for the academic year. No vacation benefits accrue on appointments with services required for the academic year.

(c) The administrative, research, and extension staffs generally shall be appointed with services required for twelve months, including allowable vacation. Allowable vacations for those appointed for twelve months shall consist of 24 working days per appointment year. Vacation shall be arranged to accommodate the convenience of the staff member and the requirements of the unit. Vacation may be accumulated up to a maximum of 48 working days. During a partial-year appointment, vacation shall be prorated. Vacations taken during the holiday recesses, other than the actual holidays recognized by the University, shall be considered a part of the annual vacation allowance of 24 days. Holidays recognized by the University shall be New Year's, Martin Luther King Day, Memorial Day, Independence Day, Labor Day, Thanksgiving, Christmas, and such other days as may be determined by the president of the University.

~~(d) Minimum salaries shall be determined by the Board of Trustees for the various ranks upon recommendation of the president of the University. The minimum for twelve-month appointments shall be two-ninths greater than the minimum for academic-year appointments.~~

(ed) Procedures for the determination of compensation for services for periods less than the full academic year shall be approved by the appropriate chancellor and by the president.

(~~ec~~) Members of the staff required to render services during the academic year may be employed in the summer session, or to perform research or other services during a period not exceeding two months; and receive, for each month of such service; additional compensation at the monthly rate of one-ninth of the full-time rate paid for services required during the preceding academic year. Such employment may be for longer periods during the summer only upon the advance approval of the chancellor. Staff members required to render services for twelve months, with allowable vacation, shall not receive additional compensation for services rendered during the summer. For staff members rendering services partly on a twelve-month basis and partly on an academic-year basis, this regulation applies only to the twelve-month portion.

(~~gf~~) Full-time employees shall not receive compensation for services in excess of a normal schedule within the University except for a reasonable amount of instruction in continuing education courses or grading of special examinations (outside regular course work), all to be done ~~on off-duty hours at a time that does not conflict with other University duties.~~ Exceptions may be made to this rule only with advance approval of the chancellor. These exceptions should be held to a minimum.

(~~hg~~) All staff members rendering services on a twelve-month basis with allowable vacation shall be compensated in twelve equal monthly installments.

(~~ih~~) Staff members, with the exception of assistants, rendering services during the academic year shall be compensated in twelve monthly installments or on a pro rata basis for shorter periods. Assistants shall be compensated in monthly installments during the period over which services are rendered.

(~~ji~~) In case of termination of service of members of the academic and administrative staff, the following rules shall govern the determination of salaries:

- (1) Services required for twelve months, with allowable vacation:
 - a) After the first month of service, a pro rata share of earned vacation shall be paid.

- b) A pro rata reduction in final salary payment shall be made for any vacation taken but not earned.
- (2) Services required for the academic year: Total payments shall equal a percentage of the annual salary determined by the services rendered in relation to the academic year established for the campus.

(kj) All employees of the University; unless excepted by the president; are required to present medical evidence of their capability to safely perform the duties necessarily associated with the position that is being sought. The form in which this evidence is to be presented will be prescribed by the director of the health service at each campus. Employees securing a rating of “unemployable” may not be employed; except on approval of the president. As deemed necessary by the directors of the health services, new employees are required to be immunized against communicable diseases. Employees of the University whose duties require them to handle food products shall be subject to periodic medical examinations given under the supervision of the directors of the health services, and no individual shall be employed in duties of this nature who shows evidence of any communicable disease.

(kk) Failure on the part of an employee to take any required physical examination after being notified to do so shall serve to make the ~~the~~ university employment contract inoperative; and salary payments shall cease.

(ll) Upon request, an academic staff member shall be granted, without loss of salary, bereavement leave of up to three work days due to the death of a member of his or her immediate family or household and one work day due to the death of a relative outside the immediate family. Leave beyond these amounts may be approved under special circumstances. However, such additional leave will normally be taken without pay or be charged to accrued vacation. Substantiation of the reason for bereavement leave may be required.

“Immediate family” shall be interpreted to be: father, mother, sister, brother, spouse, and child of the employee. Also included as immediate family are mother-, father-, brother-, sister-, son-, and daughter-in-law, as well as grandchildren and/or grandparents. Biological, adopted, foster, legal wards, step or *in loco parentis* relationships are considered as immediate family under this policy. “Relative outside the immediate family” shall be interpreted to be: aunt, uncle, niece, nephew, or cousin of the employee. For purposes of application of the Bereavement Policy, relationships existing due to marriage will terminate upon the death or divorce of the relative through whom the marriage relationship exists. Current marital status will be defined in accordance with Illinois State law.

(mm) Upon request, an eligible academic staff member shall be granted, without loss of salary, parental leave of up to two weeks immediately following the birth of a child, or upon either the initial placement or the legal adoption of a child under 18 years of age. An employee must have completed six continuous months of employment in order to be eligible for parental leave, which is limited to one leave per academic appointment year. An employee who resigns employment before or at the expiration of the parental leave normally shall be required to reimburse the University for the cost of wages paid during the leave.

SECTION 2. TERMS OF EMPLOYMENT OF NONACADEMIC CIVIL SERVICE EMPLOYEES

All employment of ~~nonacademic staff members~~ civil service employees is controlled by the law and the rules governing the State Universities Civil Service System of Illinois. These include provisions for employment on merit through a system of examinations, the establishment of job classifications and the assignment to such classifications of all positions, and the establishment of appropriate salary rates or ranges for each classification. Detailed University rules and regulations for ~~nonacademic~~ civil service staff members are promulgated and published in the *Policy and Rules*, as adopted and amended by the Board of Trustees ~~from time to time~~.

SECTION 3. WAGES OF STUDENT EMPLOYEES

All student employees are to be paid on the basis of classification and scale of wages approved by the chancellor at each campus.

SECTION 4. RETIREMENT, DEATH, SURVIVOR, DISABILITY, AND SICK LEAVE BENEFITS

University policy provides for sick leave with the payment of salary in case of illness or other disability for specified periods as described below. In addition to the benefits provided by the University, a system of retirement, death, survivor, and disability benefits is established by the law creating the State Universities Retirement System of Illinois, a State agency separate and distinct from the University of Illinois.

(a) **Participation in State Universities Retirement System.** With certain exceptions, University employees are required to participate in the State Universities Retirement System.

(b) **Sick Leave Benefits.** The University of Illinois provides sick leave benefits as follows:

- (1) **Nonacademic Civil Service Employees.** Sick leave with full pay is granted in the amounts and in accordance with eligibility criteria set forth in the *Policy and Rules* for those employees subject to the act creating the State Universities Civil Service System.
- (2) **Academic or Administrative Staff.** Academic and administrative staff members (with the exception of medical residents and postdoctoral research associates) who are participants in the State Universities Retirement System or the Federal Retirement System, and who are appointed for at least 50 percent time to a position for which service is expected to be rendered for at least nine consecutive months, earn sick leave as provided in this subparagraph (2). Medical residents, postdoctoral research associates, SURS annuitants, and other academic and administrative staff members who are not participants in the State Universities or Federal Retirement Systems, and those who are appointed for less than 50 percent time and/or for less than nine consecutive months earn sick leave of 13 work days for each appointment year, no part of which will be cumulative, and the 13 days will be prorated for those on part-time appointments, or on appointments for less than a full appointment year.

Under the Public Act 90-65 and actions of the Board of Trustees, one-half of the number of days of unused sick leave earned and accumulated between January 1, 1984 and December 31, 1997, is eligible for payment upon an employee's death, retirement, resignation, or other termination of employment.

Academic or administrative staff members who, on December 31, 1983, had an unused balance of accumulated sick leave, retained the same to a maximum of 180 work days, which may be utilized either (1) for establishing service credit in the State Universities Retirement System; or (2) for sick leave before all sick leave earned and accumulated on or after January 1, 1998 is utilized by the staff member. Unused sick leave earned by an academic or administrative staff member between January 1, 1984 and December 31, 1997, may be accumulated up to a maximum of 240 work days, and upon termination of employment, a staff member may designate the portion of the accumulation (up to one-half) to be paid pursuant to Public Act 90-65, and the remainder thereof will be utilized for establishing service credit in the State Universities Retirement System. Pre-January 1, 1984 and post January 1, 1998, accumulations of sick leave are to be utilized in full prior to the utilization of January 1, 1984 through December 31, 1997 accumulations.

Effective January 1, 1998, academic and administrative staff members who are participants (except for medical residents, postdoctoral research associates, and annuitants in SURS or the Federal Retirement System) in the State Universities Retirement System or Federal Retirement System, and who are appointed for at least 50 percent time to a position for which service is expected to be rendered for at least nine consecutive months, will earn sick leave of 12 work days for each appointment year, the unused portion of

which shall accumulate without maximum. If these 12 days are fully utilized in any appointment year, up to 13 additional work days will be available for extended sick leave in that appointment year, no part of which 13 days shall be cumulative or eligible for payment. No additional sick leave is earned for a summer appointment. In the case of an appointment for less than a full appointment year, and in the case of a part-time appointment, the 12 days cumulative and the 13 days noncumulative leave shall be prorated.

In the event the 25 days of earned and extended sick leave described above, or any proration thereof, are exhausted in an appointment year, any balance of leave accumulated before January 1, 1984, will be available for use. After that amount is depleted, any balance of sick leave accumulated on or after January 1, 1998 will be used. After that amount is depleted any balance of sick leave accumulated between January 1, 1984, and December 31, 1997 will be used.

No deduction of time from sick leave is made at a time when a staff member is not expected to furnish regular service to the University. Sick leave may be used for illness, injury to, or need to obtain medical or dental consultation for the staff member, the staff member's spouse, children, parent, or members of the household. A staff member may use sick leave for pregnancy. Following the adoption or birth of a child, sick leave may be used for a period of time, not to exceed twelve weeks, to care for that child.

After an academic or administrative staff member has exhausted the 12 days of cumulative earned sick leave, the 13 days of noncumulative extended sick leave in an appointment year, the unused sick leave accumulated before January 1, 1984, the unused sick leave accumulated after January 1, 1998, and the sick leave accumulated between January 1, 1984 and December 31, 1997, and subject to the approval of the president, or chancellor as appropriate [see end note 5], a staff member who has completed at least three full years of service may be granted noncumulative sick leave with full pay for a period (including the annual and extended leaves and accumulations described above) not to exceed one half of the staff member's appointment year. (In the case of staff members of university administration offices, the president will act.)

A staff member who, within 120 days, completes a direct transfer to the University of Illinois from another State agency or employer will receive a credit for the balance of unused and uncompensated sick leave accrued at the State agency or employer from which the employee is transferring. Such transferred sick leave credit will be treated in the same manner as sick leave accumulated by University of Illinois employees prior to January 1, 1984. The transferring staff member will accrue compensable sick leave at the beginning of employment with the University only until December 31, 1997, after which time all sick leave accrued will be noncompensable.

Academic or administrative staff members who return to University employment within two years of an earlier separation from University employment; and who upon return are eligible for compensable accruable sick leave under this section; shall have restored; as sick leave accumulated prior to January 1, 1984, regardless of when it was earned, any sick leave which was not compensated to such individuals or used to establish service credit in the State Universities Retirement System at the time of the prior separation from University employment only until December 31, 1997, after which time all sick leave accrued will be noncompensable.

Reporting on use of sick leave will be made at the unit level and recorded centrally as required.

(c) **Death, Disability, and Survivor Benefits.** For employees of the University, other than students paid on an hourly basis and personnel whose principal employment is outside the University; with at least six months' service; who are not ~~participants in members~~ of the State Universities Retirement System or any other publicly supported retirement system which pays a death benefit, a death benefit of \$500 ~~amount to be set by appropriate authority~~ is payable by the University. For employees who are ~~participants in members~~ of the State Universities Retirement System, death, disability, and survivor benefits are provided by that system.

SECTION 5. REGISTRATION OF STAFF MEMBERS IN UNIVERSITY CLASSES

With approval of the head of the employing ~~department unit~~ members of the academic, administrative, and ~~nonacademic~~ civil service staffs of the University; and of approved university-related agencies; may register in University courses for which they are eligible for admission and in which space is available. Under certain conditions, such employees may be exempt from payment of one or more of the usual charges for tuition or fees.

Waiver of tuition and service fees is granted for all members of the academic and administrative staff, excluding graduate assistants, whose appointments are 25 percent or more of full-time service. Academic and administrative staff members who qualify for tuition waivers are exempt from the service fee. Under this practice, such staff members will not have access to the benefits provided by the fee unless they wish to pay for them as do other faculty and staff who wish to gain access to these services.

For graduate assistants, waiver of base-rate tuition, i.e., the in-State graduate (not professional) tuition rate, is granted for all University graduate assistants on appointment for at least 25 percent but not more than 67 percent of full-time service; a waiver of service fees is granted to those graduate assistants on appointment for at least 25 percent of full-time service.

The Board of Trustees has authorized the ~~P~~resident of the University or his or her designee(s) to award a limited number of tuition and fee waivers for graduate students and report to the board on the number authorized, by campus, as part of the annual budget and tuition setting process.

Tuition and fee waivers are also extended to members of the civil service staff in accordance with the rules and policies set forth in the *Policy and Rules*.

SECTION 6. GRIEVANCE PROCEDURES FOR COMPLAINTS OF DISCRIMINATION

Procedures shall be developed for each campus and for ~~central~~ university administration offices in accordance with guidelines approved by the Board of Trustees for the prompt, fair, and definitive resolution of grievances concerning alleged discrimination by the University on the basis of race, sex, national origin, religion, age, handicap, or status as disabled veteran or veteran of the Vietnam era.

ARTICLE V. UNIVERSITY PROPERTY

SECTION 1. USE OF UNIVERSITY PREMISES AND FACILITIES

(a) The use of University premises and facilities shall be subject to all applicable State and Federal laws and shall also be in accord with the actions of the Board of Trustees.

(b) The use of University premises and facilities by individuals other than in connection with University educational or research programs will be permitted only under regulations formulated and administered by the appropriate chancellor and approved by the president.

(c) The president of the University is authorized to make such traffic and parking regulations and such changes therein as conditions may warrant from time to time and may delegate such authority to the chancellors.

SECTION 2. CUSTODIANSHIP OF PROPERTY

(a) Under the State Property Control Act, the president of the University is accountable to State officials for the supervision, control, and inventory of all University property subject to that act. In discharging these and other responsibilities, the president is authorized to specify; or to deputize the chancellors and other University officers to

specify; procedures and responsibilities for the supervision, control, and inventory of all University property.

(b) Unless otherwise specified, the supervision, control, and inventory of University personal property shall be the responsibility of the head of the ~~department~~ unit to which the property is assigned. An inventory of all such property shall be maintained in a manner determined by the comptroller; and the comptroller may require reports concerning the same ~~from time to time~~. The individual responsible shall report to the comptroller all items of University personal property which are of no further use to the department, and the comptroller may transfer the same to another ~~department~~ unit or direct other disposition.

(c) Land which has been assigned by the Board of Trustees to a college or department for particular use or for a definite period may not be used for any other purpose nor beyond the period designated; without authorization by the Board of Trustees. The assignment of land, equipment, or any other property to a department or division does not give the department a title to the same, but only the right to use as long as necessary for accomplishing the function of the department or division; and the use of land or equipment or other property shall not exclude its use, at the same time, for other purposes by other departments or divisions of the University; on approval of the president; provided that any such second use shall not interfere with the efficient utilization of said land, equipment, or other property for the purpose for which it was first assigned.

SECTION 3. PRIVATE USE OF UNIVERSITY PROPERTY FORBIDDEN

No one connected with the University in any capacity shall use for any personal purpose any University property of whatever description, and no one shall be permitted to remove from the buildings or grounds any property belonging to the University, even though it may seem to be of no value, unless it be temporarily removed pursuant to some well-established regulation, or with the approval of the appropriate chancellor; or the vice president for business and finance in the instance of ~~central administration~~ university-level property.

SECTION 4. NAMING OF BUILDINGS, STREETS, AND DRIVES

(a) Buildings given to the University may be named for the donors of funds for the same; or for donors whose individual contributions have been crucial in the financing of such buildings.

(b) Buildings should be named in such a way as to denote their general use as a matter of convenience to students as well as to visitors, except as provided for in paragraphs (d) and (e) below.

(c) Residence halls may be named for donors of funds for such halls; for distinguished former members of the Board of Trustees; and for distinguished members of the University faculty, especially those who were identified with some phases of student life outside the classroom.

(d) Buildings and other campus facilities may be named for deceased or retired former members of the University faculty in accordance with guidelines issued by the president of the University. Living former members of the faculty must have been retired from the University of Illinois for at least ten years.

(e) Buildings may be named for distinguished persons in the public life of the State or nation.

(f) Except as provided for in paragraphs (a), (c), or (d) above, buildings and other campus facilities shall not be named for living persons.

(g) Plaques or tablets may be installed in buildings in recognition of distinguished members of the University staff whose services were identified with the functions of said buildings with the approval of the appropriate chancellor or the chancellor's designee.

(h) The designation of names of buildings, streets, and drives shall be exclusively within the authority of the Board of Trustees. A building name may include a designation such as auditorium, center, gymnasium, hall, institute, school, or laboratory.

ARTICLE VI. GENERAL PROVISIONS

SECTION 1. UNIVERSITY COUNCILS AND COMMITTEES

The president is authorized to establish ~~(and to appoint the members thereof)~~ university councils and committees to serve as advisers on educational and other service programs affecting all campuses and to provide for intercampus relationships in such matters.

SECTION 2. ADMINISTRATIVE COMMITTEES

The president of the University is authorized to appoint such administrative and other committees or boards as are necessary for assistance in discharging the president's duties as the official advisor to and executive agent of the Board of Trustees.

SECTION 3. ADVISORY COMMITTEES

The president of the University may recommend to the Board of Trustees the appointment of consultative committees to advise the colleges and schools and other divisions of the University.

SECTION 4. UNIVERSITY ARCHIVES

(a) The University Archives, a division of the Library under the direction of an archivist on each campus, is the depository for records having research or historical value and includes records transferred to its custody. The University Archives also includes professional and personal manuscripts of members of the academic and administrative staffs and records of faculty and student organizations that may be given to the University for preservation and use.

(b) Records produced or received by any agency or employee of the University in the transaction of University business become ~~U~~university property. For the purposes of this paragraph, records shall be defined as including all documents, correspondence, accounts, files, manuscripts, publications, photographs, tapes, drawings, or other material bearing upon the activities and functions of the University or its officers and employees.

No university records shall be discarded or destroyed except upon the prior approval of the archivist pursuant to the finding and recommendation by the administrative unit involved that such records have no further administrative value. The archivist shall withhold the approval of any such action until satisfied that the records involved have no value for other administrative offices and that they need not be retained for legal reasons, as determined by appropriate officers. Where appropriate, the archivist may arrange for the transfer of records to the University Archives as an alternative to destruction.

(c) Pursuant to the State Records Act, Illinois Compiled Statutes, 5 ILCS 160/21, January, 1, 1992, the ~~U~~university archivist shall forward approved requests for permission to discard or destroy records to the president and to the State Records Commission for their approvals.

(d) The archives of the ~~central university-level~~ central university-level administration ~~of the University~~ shall be under the jurisdiction of the archivist at the Urbana-Champaign campus.

ARTICLE VII. AMENDMENTS

These *General Rules Concerning University Organization and Procedure* supplement and are subordinate to the University of Illinois *Statutes*. In the event of conflict between the provision of the *General Rules* and the *Statutes*, the *Statutes* shall prevail.

The *General Rules* are adopted by the Board of Trustees acting on the advice of the president of the University. The board may make changes in the *General Rules* after consultation with the president of the University. Before providing such advice or consultation, the president shall consult with the University Senates Conference, which shall give due regard to the provisions of Article XII, Section 4 of the University of Illinois *Statutes*.

However, consultation with the conference is not required when; because of exceptional circumstances; a proposed action of the Board of Trustees would authorize a deviation from the *General Rules* for a specific transaction.

Note: The University of Illinois *Statutes* and *The General Rules Concerning University Organization and Procedure* make reference to and/or are supplemented by a variety of internal policy documents as well as federal and state statutes and regulations. References within the *Statutes* and the *General Rules* to external documents or statutes will be noted in the indexes currently being developed for the two documents. Policy documents internal to the University exist in various forms: some printed as pamphlets, e.g., *Policy on Patents and Copyrights* and *Policy and Procedures on Academic Integrity in Research and Publication*; some extensive, comprehensive publications such as *Policy and Rules* (Civil Service); some updated yearly, e.g., *Guidelines for Sabbatical Leaves of Absence*, some unique to each campus, e.g., *Campus Administrative Manual*. Internal policy documents may be identified by using the Web site maintained by the Office of the Vice President for Academic Affairs which offers links to policy documents developed by various offices and officials within the University. The address to use in accessing these documents on the Web is: <http://www.vpaa.uillinois.edu/policies/>