

HIGHER EDUCATION TRAVEL CONTROL BOARD
January 26, 2022 Meeting Minutes

Board Members

Present:

Paul McCann, Eastern Illinois University
Kent Clapsaddle, Chicago State University
Andrea Middleton, Governors State University
Carla Dietsch, Illinois State University
Deborah Bonnell, Northern Illinois University
Agnes Arnold, Southern Illinois University
Mike Bass, University of Illinois System
Cheryl Webster, Western Illinois University

Absent:

Tracy Rembusch, Illinois Board of Higher Education
Zachary Vespa, Illinois Community College Board
Tracy McFall, Northeastern Illinois University

Guests Present:

Katie Frossard-Fischer, Governors State University
Cathy Young, University of Illinois System

Proceedings

- Technical issues delayed the meeting and prevented Zachary Vespa with ICCB from joining.
- Paul McCann called the meeting to order at 9:42 am.
- Cathy Young conducted roll call. Six members were present for video conference (1-GSU, 1-ISU, 1-UIS, 2-UIUC, and 1-WIU). Paul asked for a motion to allow Kent Clapsaddle and Debbie Bonnell to attend via phone. A motion was made by Carla Dietsch and seconded by Mike Bass. Motion approved.
- Paul recognized new board member Zachary Vespa for the Illinois Community College Board and guests from Governors State and University of Illinois system.
- The minutes for the October 27, 2021 meeting were presented. Paul asked if there were any questions on the minutes. Hearing none, Paul requested a motion to accept the minutes as submitted. A motion to approve as submitted was made by Mike Bass, seconded by Kent Clapsaddle. Motion approved.

2nd Quarter Exceptions for FY22:

Chicago State University – No exceptions to report
Eastern Illinois University – 2 exceptions for \$162.00
Governors State University – 10 exceptions for \$657.40
Illinois Board of Higher Education – No exceptions to report
Illinois Community College Board – No exceptions to report
Illinois Math and Science Academy – No exceptions to report
Illinois Student Assistance Commission – 1 exception for \$15.00
Illinois State University – 26 exceptions for \$2,170.54
Northeastern Illinois University – 3 exceptions for \$910.30
Northern Illinois University – 17 exceptions for \$1,019.37
Southern Illinois University Carbondale – 112 exceptions for \$5,509.83
Southern Illinois University Edwardsville – 14 exceptions for \$663.05

Southern Illinois University School of Medicine – 3 exceptions for \$157.00

State Universities Civil Service System – No exceptions to report

State Universities Retirement System – No exceptions to report

University of Illinois at Chicago – 90 exceptions for \$13,586.24

➤ **Line 37 in the amount of \$552.20 pulled for follow up**

University of Illinois at Springfield – 2 exceptions for \$68.40

University of Illinois at Urbana-Champaign – 549 exceptions for \$66,800.60

➤ **Line 179 in the amount of \$119.00 pulled for follow up**

➤ **Line 346 in the amount of \$104.00 pulled for follow up**

➤ **Line 350 in the amount of \$114.00 pulled for follow up**

➤ **Line 387 in the amount of \$6,592.00 pulled for follow up**

➤ **Line 390 in the amount of \$657.65 pulled for follow up**

➤ **Line 391 in the amount of \$657.65 pulled for follow up**

➤ **Line 396 in the amount of \$376.00 pulled for follow up**

➤ **Line 397 in the amount of \$376.00 pulled for follow up**

University of Illinois – University Administration – 46 exceptions for \$2,307.10

➤ **Line 18 in the amount of \$154.00 pulled for follow up**

➤ **Line 19 in the amount of \$169.00 pulled for follow up**

Western Illinois University – 34 exceptions for \$2,199.31

Paul requested a motion to accept the exception reports as presented, excluding the exceptions pulled for follow up from University of Illinois Chicago, University of Illinois Urbana-Champaign, and University of Illinois Administration. Motion made by Cheryl Webster. Carla Dietsch seconded. Motion carried.

Other Business

I. Other Business

a. Meal and Out of State lodging per diems

Paul advised that he attended the TRC meeting in December and brought up the topic of increasing per diem allowances. Unlike previous attempts, the TRC was receptive and willing to consider this and asked Paul to provide information on what other Big 10 and state schools are paying for per diems. Paul asked for assistance from the board in providing him with this information.

b. Paul advised that auditors for EIU wanted copies of the meeting minutes and lodging exceptions that the HETCB approved so they could do some testing. Paul asked if any other institutions had auditors who requested this information. Debbie advised that NIU does and Cathy Young advised that the U of I System provides this info to auditors every year.

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

Paul adjourned the meeting at 10:06 am.

Submitted by Paul McCann, Chair