

Chicago State University  
Board of Trustees  
Academic and Student Affairs Committee Meeting Minutes  
Academic Library – Auditorium, Room 415  
September 21, 2012  
8:40 a.m. – 9:45 a.m.

Board Members Present

Trustee James T. Joyce, Chairman  
Trustee Michael Curtin  
Trustee Gary L. Rozier  
Trustee Anthony L. Young  
Trustee Stephanie Sanchez, Student Representative

Board Members Not Present

Trustee Zaldwaynaka “Z” Scott  
Trustee Lisa Morrison Butler

Others Present

Dr. Wayne Watson, President of Chicago State University  
Mr. Patrick Cage, Esq., General Counsel for Labor and Legal Affairs  
Dr. Sandra Westbrooks, Provost and Senior Vice President for Academic Affairs  
Dr. Paul Musial, Faculty Member of the Mathematics & Computer Science Department  
Dr. Miriam Mobley-Smith, Dean of the College of Pharmacy  
Dr. Delores Noble-Knight, Chair of the Pharmacy Department  
Ms. Angela Henderson, Vice President for Enrollment and Retention  
Ms. Farah C. Muscadin, Director of Intergovernmental Affairs, Office of Board of Trustees and Governmental Affairs  
Ms. Bonnie Phillips, Assistant to the Director of IGA

1. Call to Order

Trustee Joyce called the meeting to order.

2. Roll Call

A quorum was verified and roll call was taken.

3. Verification of Meeting Notice

The meeting notice was posted as mandated by the Illinois Open Meetings Act.

4. Information Items

a. Academic and Student Affairs Update

Dr. Sandra Westbrooks informed the Board of the collaboration between Chicago State University (CSU) and Indiana University-Purdue and Argonne National Laboratory whereby CSU received a \$2.5 million grant over a period of five years to establish a pilot regional stem center.

Dr. Westbrooks informed the Board that the College of Education, as of July 25, 2012, received approval by the Illinois State Board of Education for all licensure programs. Dr. Westbrooks also highlighted the research initiatives in the Woodlawn Community where doctoral students in the Department of Education, are conducting research regarding schools located in the community.

Dr. Westbrooks informed the Board that the College of Health Sciences will establish the Chicago Southside Cancer Initiative, which has received a start-up grant of \$150,000 over a three-year period.

Additionally, Dr. Westbrook stated that the Department of Nursing is currently preparing for its accreditation site visit scheduled for February 12-14, 2013. Currently, the faculty is reviewing the self-study in preparation for the accreditation process. Dr. Westbrook stated that the College of Health Sciences has a lecture series to speak with faculty and students in the healthcare disciplines. Recently, Dr. Terry Mason, Chief Medical Officer with the Cook County Health and Hospital Systems, has been one of the featured speakers.

Dr. Westbrook presented information regarding enrichment grants received by faculty and staff through the Center for Teaching and Research Excellence. Dr. Westbrook informed the Board that CSU has merged the Presidential Scholars with the students enrolled at the Honors College. Dr. Westbrook also informed the Board that the 2012-2014 University Catalog has been posted online.

b. Higher Learning Commission Accreditation Update

Dr. Paul Musial reported on the progress to prepare for the actual visit of the Higher Learning Commission scheduled for November 12-14, 2012. The Committee hosted a Mock Visit on August 27-28, 2012 to help prepare for the actual visit. The Higher Learning Commission has made the draft of the self-study available to the CSU community.

Dr. Miriam Mobley-Smith, Dean of the College of Pharmacy, and Dr. Delores Noble-Knight, Chair of the Pharmacy Department, provided an update on the partnership with the University of Chicago Medical Center to provide pharmacy students with an experiential component.

*Trustee Joyce asked about other medical sites where CSU students receive experience.*

Dr. Mobley-Smith stated that CSU has partnerships with most of the medical centers in the Chicago area including Rush University, Northwestern University, Mt. Sinai, Roseland and Norwegian American. CSU also has partnerships with sites in metropolitan Chicago as well as Northwest Indiana and the suburbs.

*Trustee Young asked has University of Chicago Medical Center been a partner since 2008 and how was the contract paid in the past.*

Dr. Mobley-Smith stated that yes, the University of Chicago has been a partner since 2008 and in the past CSU had a prior contract but it did not contain all of the services in the current partnership.

*Trustee Young asked about the length of the contract.*

Dr. Mobley-Smith answered that the contract length is three years.

*Trustee Young asked about the costs involved with other medical centers.*

Dr. Mobley-Smith responded that costs exist with the other medical centers but they are higher than the cost at the University of Chicago. Dr. Mobley-Smith added that there are now six colleges of pharmacy in the metropolitan area of Chicago. The partnership with the University of Chicago is cost-effective.

5. Action Item

a. Approval of the Contract for College of Pharmacy Course Resolution

**Trustee Young moved to approve the Contract for College of Pharmacy Course Resolution. Trustee Curtin seconded the motion. The motion passed as follows:**

**Ayes: 4**  
**Nays: 0**

6. Student Affairs and Enrollment Management Update

Vice President Angela Henderson gave an update on student affairs and enrollment management for this quarter. The enrollment cycle started August 20, 2012 and CSU had approximately 6,000 students who enrolled for fall 2012. CSU is still in the process of enrolling students. The 12-week session started September 17, 2012 and Enrollment Management will not have final numbers until after September 24, 2012.

The Office of Business Process and Compliance has completed an Operations Procedures Manual for student enrollment. The Office of Institutional Effectiveness and Research has completed their website with fact books on student enrollment, retention and graduation for the past five years.

The Admissions Applications were up for this fall. Vice President Henderson noted the rigor around the application process. This semester prospective students needed to interview for admission. All accepted applications have an average ACT score of 17 and average G.P.A. of 3.1. Vice President Henderson noted that the majority of the students are transfer students.

*Trustee Young asked about the plan to improve the graduation rate by attracting more first-time, full-time students.*

Vice President Henderson responded that CSU has a number of retention programs. The First Years Experience Program has a mandatory touch point between students and their advisors, at least five times a year. Additionally, the Early Warning System requires students to receive a progress report in their class at various points within the quarter. RISE is a mandatory tutoring program for various segments of the freshman class to give them tutoring and studying tips. Freshman Seminars is a program that provides freshmen with information on how to successfully matriculate and graduate. Vice President Henderson stated that these programs assist the students with receiving the help they need to increase student retention and graduation.

*Trustee Young asked how many first-time full-time students did CSU have in September. Trustee Young also asked what percentage of the total enrollment were new students and how does this number compare to last year. Trustee Young stated that CSU needs the number to increase for first-time full-time freshmen.*

Vice President Henderson responded that CSU has approximately 400 first-time full-time freshmen out of the 6,000 students for fall 2012. Approximately 1,300 students total are new students to the University. Last September, the first-time full-time freshman count was approximately 432. The freshman enrollment numbers are stable at this time. Vice President Henderson agreed that the first-time full-time number needs to increase.

*Trustee Curtin asked what is the program in place for high school students for CSU recruitment?*

Vice President Henderson stated that the Office of Enrollment and Retention has an Outreach Department. She also stated that a team member goes into the high schools to develop partnerships for recruitment. Vice President Henderson responded that the Outreach Department is looking to increase the enrollment of first-time full-time students and she gave an overview of the program.

President Watson gave an overview of the recruitment program noting the hiring of a new Admissions Director. This Director has focused on both the back-of-the-house restructuring and front-of-the-house recruitment strategies and has plans in place to visit high schools throughout the Chicagoland area and conduct strategic recruitment of students. President Watson serves on the American Council of Education (ACE) and is working with ACE to update the formula for the current graduation rate metric to more accurately reflect today's student.

President Watson stated that CSU had a 14 percent graduation rate, but now has a 21 percent graduation rate and is working to further improve the graduation rate. CSU will raise the criteria for admission and will increase the financial aid needed for currently enrolled students. President Watson commended the CSU Foundation for the fundraiser held earlier this month. President Watson stated that transfer students have an approximate 50 percent graduation rate. Vice President Henderson stated that the average ACT score went up last year and the average GPA continues to increase. President Watson stated that the

stronger the student, the better the chance of retention. At the same time, CSU wants to stay true to its mission of serving students in the area.

*Trustee Young stated that the Board understands that CSU must improve the public perception of the quality of CSU while maintaining diversity. The graduation rate is one of the primary measures of improving the image of CSU and this is measured by the graduation rate of first-time full-time students.*

No additional comments from the public or employees.

5. Adjournment

**Chairman Rozier moved to adjourn the meeting. Trustee Young seconded the motion. The motion passed as follows:**

**Ayes: 5**  
**Nays: 0**

The meeting adjourned at 9:45 a.m.