

Chicago State University
Board of Trustees
Finance, Facilities and Audit Committee Meeting Minutes
Academic Library, Legislative Rooms 301 and 302
April 17, 2009
2:30 p.m. – 5:14 p.m.

Board Members Present

Trustee Rev. Leon Finney, Ph.D.
Trustee Jawaun Sutton, Student Representative

Others Present

Dr. Frank G. Pogue, Interim President
Mr. Katey Assem, Interim Vice President for Institutional Advancement/CSU Foundation
Mr. John Frizzell, Director of Accounting
Dr. Dean Justmann, Interim Vice President for Finance, Administration and Finance
Dr. Kenneth Koroma, Associate Vice President for Sponsored Programs
Dr. Rachel Lindsey, Dean, College of Arts & Sciences
Mr. John Meehan, Internal Auditor
Atty. Nancy Hall-Walker, General Counsel and Executive Director for Labor and Legal Affairs
Dr. Sandra Westbrooks, Provost and Senior Vice President for Academic Affairs
Ms. Altricia Wheeler, Secretary to the Board
Dr. Erma Books Williams, Associate to the President for the Board of Trustees & Governmental Relations

Roll Call and Verification of Meeting Notice

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

Action Items

a. Approval of Previous Minutes

Previous meeting minutes were approved.

b. Contracts over \$25,000

Attorney Nancy Hall-Walker discussed the cap and gown contract and requested the Board to approve the contract.

Trustee Sutton moved that the Board approve the cap and gown contract. Trustee Finney seconded the motion.

The contract passed as follows:

Ayes: 2
Nays: 0

Dr. Rachel Lindsey stated that Chicago State University has received funding from the National Science Foundation (NSF) to provide funds to Southern Illinois University Carbondale to support the Bridge to the Doctorate Program. Dr. Lindsey requested the Board to approve the final installment of \$30,000.00.

Trustee Sutton moved that the Board approve the final installment of the Bridge to the Doctorate Program.

Trustee Finney seconded the motion.

The final installment passed as follows:

Ayes: 2
Nays: 0

Dr. Lindsey explained the second contract as a continuation of one that was presented for other funding received from NSF for the purchase of an electron microscope. Dr. Lindsey stated this contract is to provide funds for the purchase of equipment. Dr. Lindsey requested the Board to approve that Ganton Inc. be awarded a contract for the purpose of purchasing and installing a Ganton camera to the current transmission electron microscope.

Trustee Sutton moved that the Board approve the contract. Trustee Finney seconded the motion.

The contract passed as follows:

Ayes: 2
Nays: 0

Attorney Nancy Hall-Walker requested the Board to approve the IRS Revised Tax Annuity Benefit Plan.

Trustee Sutton moved that the Board approve the plan. Trustee Finney seconded the motion. The plan passed as follows:

Ayes: 2
Nays: 0

Attorney Hall-Walker also requested the Board to approve CSU Supplemental Retirement Plan Document for IRS 403B.

Trustee Sutton moved that the Board approve the document. Trustee Finney seconded the motion. The document passed as follows:

Ayes: 2
Nays: 0

Information Items

a. Budget

Dr. Dean Justmann discussed the Governor's budget and how it would affect CSU.

Action Items

Tuition FY 2010

Dr. Dean Justmann reported that the Tuition and Fee Committee recommended an 8.9% tuition increase to new students. Dr. Justmann submitted a draft document to support the increase.

Dr. Pogue stated that he would take charge and work with Dr. Justmann.

Trustee Finney suggested that the report should be transparent in order for the Board to vote.

Tuition Waiver Budget FY 2010

Dr. Justmann discussed the Tuition Waiver Budget FY 2010.

Trustee Finney referred the Tuition Waiver Budget to the full Board for consideration.

Trustee Sutton moved to refer the Tuition Waiver Budget to the full Board. Trustee Finney seconded the motion. The referral of the tuition waiver passed as follows:

Ayes: 2
Nays: 0

Operating and Capital Request FY 2011

Dr. Justmann explained the Operating and Capital Budget Request for 2011.

Trustee Finney referred the Operating and Capital Budget Request to be reviewed by the full Board.

Economic Stimulus Package

Dr. Justmann stated Dr. Rachel Lindsey presented the Economic Stimulus Package at the previous Board meeting.

Trustee Finney moved that the Board approve the Economic Stimulus Package. Trustee Sutton seconded the motion.

The Stimulus Package passed as follows:

Ayes: 2
Nays: 0

Preliminary Audit

Dr. Justmann reported that the audit should be released before the end of April and he anticipated 20 audit findings.

Trustee Finney suggested waiting until we receive the findings.

Financial Reports

Mr. John Frizzell reported the February 28, 2009 combined balance sheet and operating statement.

Internal Auditor Report

Mr. John Meehan summarized the internal audit subjects that have to be completed by June 30, 2009. Mr. Meehan stated that the audit will begin May 15, 2009.

Research Administration

Dr. Kenneth Koroma reported a summary of grants received to date which included monies received from the U.S. Department of Education through the efforts of Congressman Danny K. Davis.

Institutional Advancement/Foundation

Mr. Katey Assem provided an update on monies received as well as an inventory of fundraising activities for the quarter ending March 31, 2009.

CTA U-Pass

Dr. Frank Pogue reported that a comprehensive survey was taken by the students. Dr. Pogue stated that once the survey results were available, a recommendation will be made to the Board.

Facilities Update

Dr. Sandra Westbrooks provided updates on the improvement/repairs/cleaning/maintenance being done by Physical Plant throughout the campus.

Trustee Sutton stated that everyone who helped out has done a good job.

Public & Employee Comments

Dr. Phillip Beverly expressed concerns regarding a pay increase for the administration managing the convocation center and concern about 20 audit findings.

Trustee Finney responded that a pay increase for the convocation management does not come from the Board. Trustee Finney also stated that these audit findings were from the previous administration.

Dr. Laurie Walter submitted an open letter to the Board regarding how CSU has suffered from a crisis of leadership, with copies to Governor Quinn, Senator Maloney and Representative Boland.

Mr. Rufus Jackson stated that the U-Pass was a time sensitive item and suggested it become an action item at the April 29 board meeting.

Mr. Lavon James requested the policy regarding the deadline when Board members should receive their materials for each meeting.

Dr. Erma Brooks Williams responded that the policy is 10 days in advance; however, because the previous meeting was on April 9, sometimes it is not possible.

Graduate student (did not state her name) commented that some employees have been getting multi degrees and there should be a limit to obtaining a free education.

Mr. Michael O'Connor commented on grants for the university.

Trustee Sutton requested a preliminary accounting of student activities at the next Board meeting.

Trustee Finney moved to adjourn the meeting. Trustee Sutton seconded the motion.

The adjournment passed as follows:

Ayes: 2

Nays: 0

Meeting adjourned at 5:14 p.m.